



मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 24]

भोपाल, शुक्रवार, दिनांक 16 जून 2017—ज्येष्ठ 26, शक 1939

भाग ४

विषय-सूची

(क)	(1) मध्यप्रदेश विधेयक,	(2) प्रवर समिति के प्रतिवेदन,	(3) संसद में पुरःस्थापित विधेयक.
(ख)	(1) अध्यादेश,	(2) मध्यप्रदेश अधिनियम,	(3) संसद के अधिनियम.
(ग)	(1) प्रारूप नियम,	(2) अन्तिम नियम.	

भाग ४ (क)—कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 2 जून 2017

क्र. आर-236-सीसी-2017-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 (1) के अनुक्रम में ए. के. एस. निजी विश्वविद्यालय, सतना के संशोधन अध्यादेश 02, 11, 14 से 17, 39 एवं पश्चात्पूर्वी अध्यादेश 48-50 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

संशोधन अध्यादेश 02, 11, 14 से 17, 39 एवं पश्चात्पूर्वी अध्यादेश 48-50.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
वीरन सिंह भलावी, अवर सचिव.

Amendment in the First Ordinance of AKS University, Satna (M.P.)

1. Bhopal, the 11th July 2012, No. R-343-CC-2012-XXXVIII. – In Exercise of the powers conferred by sub section (1) of Section 28 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 the State Government hereby published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 under section 35. with vide notification on 13 july, 2012 serial no. 28.
2. The amended ordinance shall come into effective on the date it published in official gazette.
3. **Amendment in Ordinance 2**
 - (i) In the Ordinance 2, clause 3 the courses “ Food Technology, Agronomy, Soil Science, Plant Pathology, Entomology, Agricultural Meteorology, Agriculture Statistics, Livestock Management & Animal Husbandry” Shall be added after the word “Centre for Agriculture Extension Training & Services”
 - (ii) In the Ordinance 2, clause 5 the term “Food Technology shall be deleted.
4. **Amendment in Ordinance 11:**
In ordinance 11 clause no. 17-
 - (i) The word “Cement Technology, Mining Engineering, Safety & Fire Technology” Shall be added after the word “Ceramic Technology”
 - (ii) The word “Environment Engineering, Forestry & Wild Life, Bioinformatics etc.” shall be added after the word “Biotechnology”
 - (iii) The word “Food Technology, Food Process Engineering etc.” shall be added after the word “Agriculture Engineering” and the word “Food Technology” shall be deleted for earlier.
5. Amendment in Ordinance 14 clause 4 the word “And (a) & (b)” shall be deleted.
6. Amendment in Ordinance 15 clause 4 the word “And (a) & (b)” shall be deleted.
7. Amendment in Ordinance 16 clause 4 the word “And (a)” shall be deleted and in para (b) the term “B.Sc. (Hons.)” shall be added before the term “B.Sc. courses”.

8. Amendment in Ordinance 17:

- (i) In Ordinance 17 clause 4 the word “And (a) & (b)” shall be deleted.
- (ii) In Ordinance 17 clause 17
 - (a) The word “Business Economics, Corporate Secretarial Practice, Corporate Accounting Practice etc” shall be added after the word “Portfolio Management”.
 - (b) The word “like Bachelor of finance & investment analysis (BFAI), Bachelor of Corporate Administration (B.Corporo.Admin.) Bachelor of Secretarial Practice(BSP) etc.” shall be deleted.

9. Amendment in ordinance 39

- (i) In clause 1 sub clause ‘a’ the term “and in near future Bachelor of Physical Education (B.P.Ed.), Bachelor of Education (B.Ed.)” shall be deleted.
- (ii) In clause 6 the word “B.P.Ed- Passed graduate examination with any subject from any recognized university or as equivalent” and “B.Ed.- Passed graduate examination with any subject from any recognized university or as equivalent” shall be deleted.
- (iii) In clause 10, the existing clause shall be substituted by the following:

In subject with no practical there shall be each paper of 100 marks each and project report with viva of 200 marks distributed in different semesters.
- (iv) In clause 11, the existing clause shall be substituted by the following:

In subject with practical there will be each paper of 100 marks, and practical with viva of 100 marks each and project report with viva of 200 marks distributed in different semesters.
- (v) In clause 14, sub clause (a) the term “(for each semester, there will be two separate evaluations of 15 marks each)” shall be deleted.

SUBSEQUENT ORDINANCE NO. 48
THE ORDINANCE FOR THE AWARD OF TWO YEARS BACHELOR DEGREE
IN EDUCATION (B.Ed)

1. **Title of the Degree** : **Bachelor of Education (B.Ed)**
2. **Name of Faculty** : **Faculty of Education**
3. **Duration of the Course** : **Two Years /Four Semesters**
4. **Eligibility For Admission** : Every applicant for admission to the First Year/ First Semester of B.Ed. shall possess following educational qualification:-

Candidate should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University (Recognized by the AIU) or Institute recognized by the University as equivalent or any open University.

Or

Candidate should be a post graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University (Recognized by the AIU) or Institute recognized by the University as equivalent or any open University.

Or

Norms/ Guidelines related to qualification of admission decided by the NCTE/UGC or other relevant Regulatory Bodies from time to time.

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI Candidates:-

Non-resident Indian candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the NCTE/UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of B.Ed / Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body NCTE.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : The Course structure of B.Ed shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council under the guidelines of NCTE.

11. Medium of Instruction Examination : The medium of instruction and examination shall be English and Hindi.

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of

examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the B.Ed. Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) Earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, NCC/NSS etc;

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Ed Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to all kinds & modes of B.Ed. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/NCTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/NCTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii) for matter not covered in this specific ordinance, general rules and regulations of AKS University, Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision as per UGC/NCTE/ other Regulatory Body, which shall be final.

17. The various specializations in the B.Ed. programmes in the Faculty of Education shall include Education, Science, Arts, Commerce, Life Science, Social Science, Language, etc. The list of various specializations of "B.Ed." courses shall include the current courses/programme as well as proposed in future. However, all B.Ed. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Education recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

19. This Ordinance shall be applicable to all B.Ed. and other two years Graduates Degree in Education and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

SUBSEQUENT ORDINANCE NO. 49
ORDINANCE FOR THREE YEARS (SIX SEMESTERS)
BACHELOR OF VOCATION [B.VOC.]

Course

1. This ordinance shall be applicable to Bachelor of Vocation [B.VOC.], a three years under graduate degree course. This course shall be run on semester system. The Certification of this course as per the provision of Multiple exit such as Diploma/ Advanced Diploma programme.
2. The duration of these courses of study shall extend over six semesters (Three Years).

Intake & Fees

3. The intake and fees for each of these courses shall be decided by the University from time to time.

Academic Cycle

4. There will be one/ two academic cycle for this course every year like Summer (July) & Winter (January) as decided by the University.
5. **Eligibility For Admission :** Every applicant for admission to the First Semester of

B.Voc. shall possess following educational qualification:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination
(London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State
Government

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI Candidates:-

Non-resident Indian candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the NCTE/UGC/other relevant Regulatory Bodies from time to time.

8. Specialization Distribution : Admission to a particular stream/ specialization of B.VOC. Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

9. Course Structure : Course structure of each programme, shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

10. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

11. Examination

: a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree : This course has a provision for multi-point exit system. The certification will lead to Diploma (After I Year) /Advanced Diploma (After II Year) / B.Voc. (Degree) in the specialization of Vocational Area

Award of Degree/ Advanced Diploma/Diploma**(A) for the Award of B.Voc.(in Vocational Sector/ Specialization/ Area)**

A student shall be declared to be eligible for award of the degree if, he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.
- b.) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time;
- c.) Earned the specified credits in all the categories of subjects;
- d.) Secured a minimum CGPA of 4.5 or 45% in aggregate overall for B.Voc.(in Vocational Sector/ Specialization/ Area). However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) No dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) No disciplinary action is pending against him/her.

(B) for the Award of Advanced Diploma (in Vocational Sector/ Specialization/ Area)

A student shall be declared to be eligible for award of Advanced Diploma (in Vocational Sector/ Specialization/ Area) if, he/ she has:

- a.) Not desirous to continue his further studies of fifth and sixth semester
- b.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.
- c.) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time;
- d.) Earned the specified credits in all the categories of subjects;
- e.) Secured a minimum CGPA of 4.0 or 40% in aggregate overall for Advanced Diploma (in Vocational Sector/ Specialization/ Area). However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- f.) No dues to the University, Hostels, Libraries, NCC/NSS etc; and
- g.) No disciplinary action is pending against him/her.

(C) for the Award of Diploma (in Vocational Sector/ Specialization/ Area)

A student shall be declared to be eligible for award of Diploma (in Vocational Sector/ Specialization/ Area) if, he/ she has:

- a.) Not desirous to continue his further studies after second semester
- b.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.
- c.) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time;

- d.) Earned the specified credits in all the categories of subjects;
- e.) Secured a minimum CGPA of 4.0 or 40% in aggregate overall for Diploma (in Vocational Sector/ Specialization/ Area). However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- f.) No dues to the University, Hostels, Libraries, NCC/NSS etc; and
- g.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B. Voc. Degree ordinarily within a maximum period of Six year from the session of first admission.

- 15. General Instruction** : i.) The admission to the B.Voc Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

16. At present in the Degree of B.Voc. shall include the sectors of vocational area, Automobiles, Entertainment, Information Technology, Telecommunication,

Marketing, Agriculture, Construction, Applied Arts, Tourism, Printing and Publishing etc and other vocational sectors describe by the NCVT, NSDC, State Govt, Central Govt. & other regulatory body/ Institutions/Societies/organizations etc of the vocational area and also sector/Branch of the vocational area decided by the University as per the need of society, industry, organization time to time with their Specialization/Branches .

The list of various Branches/specializations of B.Voc. course shall include the current courses/programme as well as proposed in future. However, all the B.Voc. programmes with various Sectors/ Branches/ specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

17. In future, more branches/specializations/courses/programmes of B.Voc degree can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
18. As per the objective of the UGC for B.Voc programme the University shall offer various Specialization titles in said programme, which shall run under this ordinance on the recommendation of concerned Board of Studies of the University alone and/or in MOU/collaboration or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.

SUBSEQUENT ORDINANCE NO. 50
THE ORDINANCE FOR THE AWARD OF TWO YEARS BACHELOR DEGREE
IN PHYSICAL EDUCATION (B.P.Ed.)

1. **Title of the Degree** : Bachelor of Physical Education (B.P.Ed)
2. **Name of Faculty** : Faculty of Education
3. **Duration of the Course** : Two Years /Four Semesters
4. **Eligibility For Admission** : Every applicant for admission to the First Year/ First Semester of

B.P.Ed. shall possess following educational qualification:-

Candidate should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University (Recognized by the AIU) or Institute recognized by the University as equivalent or any open University.

Or

Candidate should be a post graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University (Recognized by the AIU) or Institute recognized by the University as equivalent or any open University.

Or

Norms/ Guidelines related to qualification of admission decided by the NCTE/UGC or other relevant Regulatory Bodies from time to time.

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI Candidates:-

Non-resident Indian candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. **Admission Procedure** : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score

card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the NCTE/UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of B.P.Ed. Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : The Course structure of B.P.Ed. shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council under the guidelines of NCTE.

11. Medium of Instruction Examination : The medium of instruction and examination shall be English and Hindi.

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the B.P.Ed Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices,

Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) Earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, NCC/NSS etc;

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.P.Ed Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to all kinds & modes of B.P.Ed Course shall be governed in accordance and provisions with the Rules/Directives of UGC/NCTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/NCTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/NCTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii) for matter not covered in this specific ordinance, general rules and regulations of AKS University, Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision as per UGC/NCTE/ other Regulatory Body, which shall be final.

17. The various specializations in the B.P.Ed programmes in the Faculty of Education shall include Physical Education etc

The list of various specializations of "B.P.Ed" courses shall include the current courses/programme as well as proposed in future. However, all B.P.Ed programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Education recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. This Ordinance shall be applicable to all B.P.Ed and other two years Graduates Degree in Education and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.
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अध्यादेश

भोपाल, दिनांक 7 जून 2017

क्र. आर-270-सीसी-2017-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 (1) के अनुक्रम में एल.एन.सी.टी. निजी विश्वविद्यालय, भोपाल के पश्चात्पूर्ती अध्यादेश क्र. 37-89 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त पश्चात्पूर्ती अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

पश्चात्पूर्ती अध्यादेश क्र. 37-89

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
Established under M. P. Act No. 17 of 2007 वीरन सिंह भलावी, अवर सचिव.

LNCT UNIVERSITY, BHOPAL Ordinance No.37 BACHELOR OF TECHNOLOGY

Bachelor of Technology (B.Tech)

1. Aim and Objectives:

The degree "Bachelor of Technology" acronym as B.Tech shall be of four years (Eight semesters) in the branches of Engineering prevalent in the institute at a point of time based on Choice Based Credit System (CBCS).

1.1 NAME OF STATUTORY/REGULATORY BODY :- UGC/AICTE

2. Admission:

2.1 Admission is open to students of both sex without any distinction of caste, creed or color. However, those candidates against whom disciplinary action has been taken in the past or those with moral turpitude will not be granted admission to any class/course conducted by the university. Foreign student/NRIs nominated by the Government of India, against the seats reserved for them will also be admitted.

2.2 Admission to B.Tech. course is on the basis of merit secured in joint entrance examination main (JEE Main), is an all India common engineering entrance examination of objective pattern which is conducted for admission in various engineering colleges and courses all over the countries.

2.3 Minimum qualification for admission to the first year of B.Tech. programme shall be qualifying higher secondary school certificate examination (10+2 scheme) of M.P. Board of Secondary education or equivalent securing at least 50% of aggregate marks (also securing pass marks/ grade in all subject individually conducted by M.P. Board of secondary education or equivalent examination for recognized board).

2.4 The admission to B.Tech. Programme shall be governed by rules of the technical education and training department, Government of Madhya Pradesh Bhopal and /or any other competent authority of the state government of Madhya Pradesh.

2.5 The reservation to SC/ST/OBC/PH candidates shall be applicable as per the norms of the state government of Madhya Pradesh.

2.6 Transfer of the candidates from other programme /courses/ places shall not be permitted in the programme.

- 2.7 A candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take readmission to the course.**
- 2.8 Selected candidates will be admitted to the institute only when their records, certificates, marks etc. are verified from original documents on personal appearance. If it is found that the candidate has succeeded in getting admission to the institute on the basis of false/ incorrect information or with holding relevant facts or if any time after admission it is found that the admission was given to the candidate due to some mistake or over sight, admission granted to the candidate shall be liable to cancellation, without any notice, at any time during the course of his/ her studies.**
- 2.9 Admission to four years (eight semesters) degree programme shall be take place through counseling on the basis of gazette notification Issued by Government of Madhya Pradesh from time to time.**
- 2.10 Admission to higher classes (registration):**
- 2.10.1 Registration is very important procedural part of the academic system. Registration procedure ensures that the students name is on the name list of each course that he/she wants to study .No credits can be assigned if the students attend a course for which he/she not registered.**
- 2.10.2 Registration for the various courses shall remain open for a period of ten days.**
- 2.10.3 Registration of the courses to be opted by students would be done for in each semester as per the academic calendar notified by the university.**
- 2.10.4 Late registration with a fee of 100/- will be permitted for a period up to seven days from the day of completion of the initial registration process(2.10.1)**
- 2.10.5 Any student who is not registering will be considered as If he /she has withdrawn from the course on his/her on choice**
- 2.10.6 A student may drop a course within first three weeks in consultation with faculty advisor.**
- 2.10.7 Those students who have completed 130 credits up to fifth semester may go up to 208 credits by taking additional courses in the subsequent semesters. The extra credits taken by the students in a particular stream specifying the field is his/her choice. Such candidates shall be awarded a minor specialization while a student earns minimum of 200 credits.**

2.11 Faculty Advisor

- 2.11.1 HOD of each department will assign a faculty member to the newly admitted class comprising of 60 students as**

faculty advisor who shall remain attached with the same class till they pass out the programme. Faculty advisor shall help students to make choice of the courses before registration as per university ordinances, and enable student receive support and services required for him to complete the programme.

2.11.2 College/ Institute shall provide record of the students for which he is a faculty advisor for enabling him to discharge his duties in a meaningful manner.

2.11.3 Registration form of the candidate shall be signed by the faculty advisor.

3. Academic Calendar

The normal duration of the course leading to B.Tech degree will be eight semester. Each academic year shall be divided into two semesters. The academic session in each semester shall be provided for at least 14 teaching weeks. The semester that is typically from July to December is called the odd semester and the one that is from January to June is called the even semester. The exact date for the important academic events scheduled during the academic session shall be specified in the academic calendar. In particular the dates for the following events shall be specified:

Registration, Late registration, commencement of classes, examinations, submission of sessional/tutorials, vacation, extra-curricular activities etc. The academic calendar must be strictly adhered to, and all other activities including co-curricular and /or extra-curricular activities must be scheduled so as not to interface with the curricular activities as stipulated in the academic calendar.

4. Structure of B.Tech programme (choice based credit system)

4.1 The choice based credit system (CBCS) provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. It is desirable that the Higher Educational Institutions (HEI) move to CBCS and implement the grading system.

4.2 Course structure

4.2.1 Fundamental courses (FC): comprises course belonging basic science, engineering science, humanities, social science, and management core groups. These courses shall be specified by the university from time to time for

different disciplines/departments and are essential for an undergraduate degree.

4.2.2 Departmental core courses (DC): comprises introducing the student to the fundamentals, applications, and advances in the relevant branch of engineering. These courses shall be decided by the university from time to time.

4.2.3 Elective courses (ELE): These are departmental elective and open category elective distributed over eight semesters with two semesters per academic year.

4.2.4 Mandatory learning courses (MLC): These are courses that must be completed by the students at appropriate —-time.

4.2.5 Project work (PW): Project work may consist of major and mini project work offered by parent department

4.2.6 Practical training (PT): The students may complete the training before the beginning of seventh semester.

Table 1: The total course contents for a 4 year BE Degree Programme will typically consist of following Components

Sl No:	Course Structure	Abbreviation	Credits
1	Foundation Courses	FC	40- 55 Credits
	Basic Science Core Courses Engineering Science Core Courses Humanities and Social Science Core Courses		
2	Departmental Core Courses	DC	> = 60 Credits
3	Elective Courses	ELE	> = 40 Credits
	An elective course can be any of the following		
	Program specific electives		
	Open Electives		
4	Project (Mini and Major Project)	MP	8-12 Credits
5	Mandatory Learning Courses	MLE	7 Credits
Total			180 Credits

4.3 For the award of degree in any branch of four years degree programme, a student has to earn a minimum of 180 credits.

4.4 There shall be at least 14 weeks of teaching in every semester.

4.5 The curriculum and syllabi of each programme shall be notified by the university from time to time after due consultation process.

4.6 Conduct hours and credits: The norms for course credits are as follows:

Lectures/Tutorials – one hour per week is assigned one credit

Practical – two hours session per week is assigned one credit

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For example: A theory course with L-T-P schedules 2-1-0 will be assigned three credits

L	T	P	C
2	1	0	3

A Laboratory practical course with a L-T-P schedules of 0-0-2 will be assigned one credits

L	T	P	C
0	0	2	1

4.7 lower and upper limit for course credits registered in a semester by a full time student of a degree programme:

Lower limit – 16 credits

Upper limit – 26 credits

4.8 A student can move next level (second year) only if he/she secures minimum of 22 credits at the end of first year.

4.9 The maximum duration for a student for complying of the degree requirement is eight year from the date of registration for the first semester.

The subjects listed in the semester first and second will be in floating mode except the mathematics – I & II .Institute will be free to make their own pool of subjects with total number of credits not exceeding 26 per semester.

4.10 It is mandatory for a student to earn the required credits as mentioned in each semester i.e. he/she to total of 52 credits in first year.

4.11 A student will be eligible to move to next level (i.e. second year) only if he/she secures minimum 22 credits at the end of first year. However in such cases he/she has to earn the remaining 32 credits as end when he/she chooses to opt for in the subsequent semesters.

4.12 Criterion for pool performance at the end of second registered semester

Table 2: Criterion for pool performance at the end of second registered semester

Performance level	Earned Credits	Decision
Poor	<22	Restart (once only) or termination of registration

4.13 If a student chooses to restart after the first two registered semester then he/she credits earned will be carried over.

5. Minimum credit threshold:

- 5.1 Students depending on their pace of learning may decide the time and duration of their degree.
- 5.2 At the end of each semester, student performance will be monitored by the following criterion as mentioned in Table 3. A student can move to the next level (i.e. year) after earning the minimum credits, if he/she fails to earn the minimum credit threshold limit then, he/she has to re-register again in the next academic year.

Table 3: Check point for Credit Threshold

Check Point	Credit Threshold
End of First Year	22
End of Second Year	46
End of Third Year	70
End of Fourth Year	94

- 5.3 If the student fails to earn 22 credits at the end of second semester as stated above, he/she will get a chance to restart first/second semester again. However he/she can carry over the previously earned credits.
- 5.4 If a student after eight semesters are short by eight credits will be permitted to register for the same number of credits in the summer at a place to be decided by the university to enable him to complete the degree in the specified period.

6. Branch Up-gradation:

- 6.1 The branch up-gradation will be considered only at the end of first year, the performance based on merit during the first year will be the basis for consideration for change of branch.
- 6.2 All the students who have successfully completed the first year of the course will be eligible for consideration for branch up-gradation, subject to the availability of vacancy in the particular branch, under no circumstances, the total intake cannot exceed the sanctioned intake by AICTE in that particular branch excluding fee waiving scheme.

7. Attendance requirement:

- 7.1 Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the programme of the study, provided that a shortfall in attendance up to 10% and further 5% can be condoned by the principal of college and vice chancellor of university.
- 7.2 Attendance required will be maintained based upon the roll calls (or any equivalent operation) in every schedule lecture, tutorial and practical classes. The course coordinator will maintain and consolidate the attendance record for the

course(lectures/tutorials/practical together as applicable).Head of the institute shall be responsible for maintaining the attendance records for the course run by the institute.

8. Examination:

8.1 There will be one university examination at the end of each semester. These examinations will be designed as follows:

- (i) During first year : First semester B-Tech, Exam
Second semester B-Tech, Exam
- (ii) During second year: Third semester B-Tech exam
Fourth semester B-Tech exam
- (iii) During third year: Fifth semester B-Tech exam
Sixth semester B-Tech exam
- (vi) During fourth year: Seven semester B-Tech exam
Eighth semester B-Tech exam

8.2 The semester examination will generally be held in December/January and May/June in each year.

8.3 Earning credits: At the end of every semester, a letter grade is awarded in each course for which the student is registered. On obtaining pass grade, the student accumulates the course credits as earned credits.

8.4 Major project evaluation: At the completion of major project, the student will submit a project report which will be evaluated by panel of duly appointed internal and external examiner

9. Award of credits & Grade

9.1 In each semester, the institute will be required to conduct two mid-semester test required to conduct two mid-semester test with a provision of one extra module-up test for theory.

9.2 Each student, required for a non-examination course, shall be awarded grade by the concerned faculty for the specific course the grade shall be awarded on the basis of student's performance in various quiz/assignments/laboratory work/class work /mid-semester test.

9.3 University from time may instruct the institutes to optimize their process of evaluation.

9.4 The distribution of weight age/marks for examination based courses shall be as mentioned below.

(a) Theory Block

(b)

i	Quizzes, assignments and regularity	10%
ii	Mid – semester test -	30%
iii	End – semester examination-	60%
Total		100%
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(c) Practical Block

i	Lab work and performance, quizzes/assignments and regularity -	80%
ii	End – semester examination-	20%
Total		100%

9.5 A unified practical examination (online) for all the practical's mentioned in respective scheme except the major project will be conducted by the university on a notified date before/ after the end semester theory examinations.

9.6 The questions for this on line examination will be drawn from the experiments working principles and their procedures, data collection & its interpretation and results achieved during experiments.

9.7 Major project viva-voce examination will be conducted by a panel of duly appointed internal & external examiners by the university.

10. Letter Grade & Grade point system

Each student, registered for a course shall be awarded grade by the concerned faculty/faculties for the specific subject/paper.

10.1 The grades awarded to the students shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, minor test & regulatory. The grades to be used and their numerical equivalents are mentioned in Table-4.

Table 4: Credit Based Grading System

% Marks range (based on absolute marks system)	Grade	Grade point	Description of performance
91-100	A ⁺	10	Outstanding
81-90	A	9	Excellent
71-80	B ⁺	8	Very Good
61-70	B	7	Good
51-60	C ⁺	6	Average
41-50	C	5	Satisfactory
31-40	D	4	Marginal
30 & below	F	0	Fail
	I	0	Incomplete
	W	0	Withdrawal

10.2 Semester Grade points Average (SGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject Where $i=1,2,3,\dots,n$ are the number of subjects in that semester

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester where $j=1,2,3,\dots,m$ are the Number of semesters in that course.

11. Award of Division:

Division shall be awarded only after the eighth semester (final semester) examination based on integrated performance of the candidate for all the 4 years as per following details:

CGPA score	Divisions
$7.5 \leq CGPA$	First Division with Honours
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	Second Division

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applied as:

$$\% \text{ marks scored} = CGPA \text{ obtained} \times 10$$

12. Merit List

Final merit list of first three candidates in the order of merit shall be declared by the university only after the main examination of final semester for B.Tech programme, on the basis of the integrated performance of all the semesters. The merit list shall include the first three candidates securing at least first division and passing all semesters in single attempts.

13. Medium of Instructions

The medium of instruction and examination shall be English throughout the programme of study.

14. Condonation of Deficiency

14.1 Deficiency up to three marks can be condoned in any one of the subject (theory & practical) to the best of the advantage of the student for passing the examinations the deficiency can be condoned is not more than two subjects (theory & practical of the same subject shall be considered as two separate subjects for the purpose of awarding grace).

14.2 A candidate securing minimum passing grades in all theory and practical papers but failing to secure minimum CGPA of 5.0 shall be condoned by a margin of 0.01 CGPA.

14.3 The candidate whose distinction or first division is affected by 0.01 of CGPA shall be eligible for condonation of 0.01 CGPA on behalf of vice-chancellor for which the candidate has to apply separately.

Established under M.P., Act No. 17 of 2007

Ordinance No. 38

Ordinance for degree In Master of Engineering/Technology/Architecture
(M.E./M.Tech./M.Arch.)

1.0 This ordinance shall be applicable to candidates admitted In First Year In Master of Engineering/Technology/Master of Architecture.

1.1 The studies and examinations of M.E./ M.Tech./ M.Arch. course shall be on the basis of Marks- Cum - Credit system but semester wise and final evaluation shall be by, Credit Based Grading (CBGS) System.

1.2 NAME OF STATUTORY/REGULATORY BODY :- UGC/AICTE

2. ADMISSION ELIGIBILITY

2.1 Every applicant for admission to M.E./M.Tech./M.Arch., first semester shall have passed B.E./B. Tech./B.Arch. or equivalent examination approved by the All India Council of Technical Education (AICTE) in appropriate branch with at least 55% marks in the aggregate. Candidates belonging to SC/ST categories will get relaxation as per the norms of State Government of Madhya Pradesh.

2.2 For full time courses applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

2.3 Full time sponsored and all part- time candidates, after passing the qualifying examination, must have at least two years of experience in the relevant field from recognized organizations.

2.4 The admissions to M.E./ M.Tech./ M.Arch. courses shall be governed by the rules of the Technical Education and Skill Development Department, Government of Madhya Pradesh, Bhopal and / or any other competent authority authorised by the State Government of Madhya Pradesh for this purpose.

3. Examinations

The Post Graduate courses in Engineering/Technology / Architecture leading to the Degree of Masters of Engineering / Technology/ Architecture (M.E./ M.Tech./ M.Arch.) of the university shall be divided into four semesters in the case of full time courses and six semesters in the

3.1 case of part time courses. Each semester would be approximately of six months duration including vacation/preparatory leave / examination / industrial training etc.

3.2 There shall be University Examinations at the end of each semester. These examinations shall be named as:

3.3 The semester examination will generally be held in Nov-Dec. and

(a)	M.E./M.Tech./M.Arch.	First Year
	First semester	-I semester
	Second semester	-II semester
(b)	M.E./M.Tech./M.Arch.	Second Year
	Third semester	-III semester
	Fourth semester	-IV semester
(c)	M.E./M.Tech./M.Arch.	Third Year
	(Only for part time courses)	
	Fifth semester	-V semester
	Sixth semester	-VI semester

April-May in each year.

- 3.4** The Fourth semester in the case of full time course and sixth semester in the case of part time course is the semester for project. During this semester the candidate shall devote himself for the research work, in connection with any of the aspects of technology relevant to the course selected, and assigned to him/her by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre-submission seminar on his/her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by him/her to the university through the Director/Principal of the college. The dissertation should be accompanied by the certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.
- 3.5** The candidate shall be permitted to appear at the semester examination provided he/she has successfully prosecuted a course of study in the university teaching department or in an affiliated college for that semester in the concerned course, with stipulated attendance as mentioned in para 12 of this ordinance.

A candidate who has failed in any subject of a semester shall be permitted to reappear in that subject in subsequent examination, subject to conditions given at para 10.3 of this ordinance

4. Promotion to Higher Semester and Year

A candidate who has been admitted in the Master of Engineering/Technology/Master of Architecture course will be promoted to the higher class in accordance with the following rules:

- 4.1** For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- 4.2** To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall always be there.
- 4.3** A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 4.4** The result of fourth and final semester for full time candidates and sixth and final semester for part-time candidates shall be declared only if the candidates has fully cleared all the previous semesters.
- 4.5** If a candidate has passed all the subjects of the course but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of two theory/practical, subjects chosen from subjects of first to third semesters for full time candidates and first to fifth semesters for part time candidates in the ensuing examination. Theory and practical of a subject shall be treated as separate subjects.
- 4.6** Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has

cleared, for improvement of division/marks or for any other purpose.

- 4.7 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

5.0 Award of Credits and Grades

Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Standing

- 5.1 Committee of Academic Council and the Executive Council. Only approved courses can be offered during any semester.
- 5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practicals, home assignments, mid-semester tests, field work, seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by Standing Committee of Academic Council and Executive Council of the University.
- 5.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Studies and approved by Standing Committee of Academic Council and Executive Council of the University subject to such stipulation as given under:

(a)	Theory Block	
i.	Quizzes, assignments and regularity	10%
ii.	Mid-semester tests-	20%
iii.	End-semester examination-	70%
Total		100%

(b)	Practical Block	
i.	Lab work and performance, quizzes, assignments and regularity-	40%
ii.	End-semester examination-	60%
Total		100%

5.4 Project work shall be treated as practical subject.

5.5 In each semester, the Institute will be required to conduct at least two mid semester tests for theory block.

5.6 Each student, registered for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester tests and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good

C+	51-60	6	Average
C	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

5.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n G_i P_i}{\sum_{i=1}^n G_i}$$

Where G_i is the number of credits offered in the i th subject of a Semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i th subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Here NC_j is the number of total credits offered in the j th semester, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

5.8 The grade sheet at the end of each even semester examination shall show CGPA till the end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA, equivalent percentage marks and the division awarded, according to the rule as given in para 7.0 of this ordinance.

6.0 Condonation of Deficiency

6.1 One grace mark will be given to the candidate who is either failing in any semester or missing distinction/ first division by one mark, on behalf of the Vice-Chancellor in the M.E./ M.Tech./ M.Arch. examination.

7.0 Award of Division

7.1 Division shall be awarded only after the fourth (sixth for part time course) and final semester examination based on Integrated performance of the candidate for all the two (three for part time course) years as per following details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division with Honours
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	Second Division

7.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable:

$$\text{Percentage marks scored} = CGPA \times 10$$

8.0 Post Graduate Diploma

8.1 A candidate on successful completion of the first three semesters of full time course or the first five semesters of part time course, with minimum CGPA of 5.0, shall be eligible for the award of a Post Graduate Diploma in Engineering if he/she withdraws from course or fails to submit his/her project report within the maximum duration of the course. The grade and division shall be assigned in Post Graduate Diploma as per the scales laid down in relevant Clauses of this Ordinance.

A candidate who possesses a Post Graduate Diploma in Engineering of the university shall be eligible for admission to the fourth semester in case of full time and six semester in case of part time for the purpose of

completing the course, leading to the Master's Degree in Engineering within maximum duration of this course as per para 10.3 of this Ordinance, provided that immediately after the declaration of the results of the final semester

8.2 examinations and before conferment of the Degree of (M.E./M.Tech.) the candidate shall surrender to the university the Post graduate Diploma he/she possesses.

9.0 Readmission

9.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

10.0 Duration of Course

10.1 There shall be at least fourteen weeks of teaching in every semester.

10.2 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

10.3 The maximum duration of the course shall be Five years in the case of full time candidates and seven years in the case of part time candidates.

11.0 Merit List

11.1 In the notification declaring the results of the final semester examination for the Degree of M.E./ M.Tech./ M.Arch. , the names of the first candidate in order of merit in each branch shall be notified by the university, separately, for full time and part time courses, securing at least first division and passing all semester examinations in single attempt.

12.0 Attendance

12.1 Candidates appearing as regular students for any semester examination shall be required to attend at least 75% of lectures delivered and of the practical's held, separately in each paper, provided that a short fall in attendance up to 10% and 5% can be condoned by the Director/Principal of the College and Vice Chancellor of LNCT University Bhopal , respectively, for satisfactory reasons.

13.0 Medium of Instruction and Examination

13.1 The medium of instruction and examination shall be English throughout the course of study.

Established under M. P. Act No. 17 of 2007

Ordinance No. 39

Five & half year Integrated Course in Engineering/Technology/Pharmacy and Management leading to Masters Degree in Management (in the respective discipline) and Six and half year Integrated Course in Architecture and Management leading to Masters Degree in Management (in the Architecture discipline)

- 1.0 Five & half year Integrated Course in Engineering /Technology / Pharmacy and Management leading to Masters Degree in Management (in the respective discipline),**
And
Six and half year Integrated Course in Architecture and Management leading to Masters Degree in Management (In the Architecture discipline) shall be abridged as MTM (Master of Technology Management) for Engineering/Technology, MPM (Master of Pharmacy Management) for Pharmacy and MAM (Master of Architecture Management) for Architecture.
- 1.1 NAME OF STATUTORY/REGULATORY BODY :- UGC/AICTE**
- 1.2 The Candidate shall become eligible for the B.E/B.Tech. or B.Pharm or B. Arch. Degree after successful completion of 8th semester (for Engineering/ Technology and Pharmacy) or 10th semester (for Architecture), on successful completion of bachelor level course, in accordance with provision of this ordinances. However both the degree shall only be awarded after successful completion of the five and half year Integrated Course.**
- 1.3 The MTM / MPM / MAM degree shall be awarded on successful completion of each of the following:**
- Bachelor degree in Engineering / Tech / Pharmacy / Architecture.
 - Credits in Managements subjects, from semester 3 to 5 for Engineering/Technology and Pharmacy and from semester 5 to 10 for Architecture, along with bachelor degree curriculum.
 - Credits in Management subjects at, 9th and 10th semester for Engineering/Technology/Pharmacy or 11th & 12th semester in Architecture
 - 6 months Internship in the respective discipline, in 11th semester for Engineering/Technology/Pharmacy or in 13th semester for Architecture, as the case may be.
- 1.4 The studies and examinations of MTM/MPM/MAM courses shall be on the basis of Marks- Cum - credit system but semester wise and final evaluation shall be by grading system, broadly, in accordance with the Ordinance No. 30, "Credit Based Grading System".**

2.0 ADMISSIONS

- 2.1 Minimum qualification for admission to the first year of this course shall in accordance with the provision, of University ordinances for the respective bachelor degree courses, i.e., 4(A), 7(A), and 6(A) for MTM, MPM and MAM courses, respectively.
- 2.2 The admissions to these courses shall be governed by the rules of the technical education and Skill Development Department, Government of Madhya Pradesh, Bhopal and/ or any other authority declared competent by the State Government of Madhya Pradesh for this purpose.
- 2.3 Lateral entry and/or transfer of candidates from other courses shall not be permitted at any stage of this course.
- 2.4 Selection for these courses shall be at the stage of, 3rd semester for MTM/MPM and 5th semester for MAM. The selection shall be on the basis of merit of 1st year result of the respective branch/ course for MTM/MPM, and on the basis of merit of combined result of 1st and 2nd year of B.Arch. for MAM.

3.0 Examinations

- 3.1 MTM/MPM course shall be divided into 11 semesters and MAM in 13 semesters. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/industrial training etc.
- 3.2 The subjects to be studied in different semesters of the course shall be as per the schemes and syllabi, approved by there Board of Studies.
- 3.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately.
- 3.4 The semester examination will generally be held in Nov-Dec. and April-May in each year.
- 3.5 The candidate shall be permitted to appear at the semester examination provided he/she has successfully prosecuted a course of study in the University or in any of its affiliated college for that semester in the concerned course.
- 3.6 A candidate who has failed in any subject of a semester shall be permitted to reappear in that subject in subsequent examination, subject to conditions given at Para 9.4 of this ordinance.

4.0 PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the MTM/MPM/MAM will be promoted to the higher class in accordance with the following rules:

A candidate who has taken admission in odd semester of a particular year will automatically be promoted to even

- semester of that year irrespective of failing in any number of subjects of previous semester.
- 4.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
 - 4.3 To pass a particular subject of the programme the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the institute shall always be there.
 - 4.4 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
 - 4.5 Before admission into 9th Semester for MTM/MPM and 11th semester for MAM candidate should have fully cleared all the 8 semesters for MTM/MPM, and all the 10 semesters for MAM course, with CGPA of at least 5.0.
 - 4.6 The result of 11th and final semester for MTM/MPM, or 13th for MAM, shall be declared only if the candidate has fully cleared all the previous semesters with CGPA of 5.0.
 - 4.7 If a candidate has passed all the subjects of the course but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.2 and 4.6 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory/practical subjects chosen from subjects of any of the semesters (other than 1st year for MTM / MPM and 1st and 2nd year for MAM) in the ensuing examination.
 - 4.8 Other than the provision of rule 4.7 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.

5.0 AWARD OF CREDITS AND GRADES

- 5.1 Each Programme, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council and the Executive Council.
Only approved courses can be offered during any semester.
- 5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council and Executive Council of the University.
- 5.3 The distribution of weightage /marks for each component shall be decided by the respective Board of Studies and approved by standing committee of Academic Council and

Executive Council of the University subject to such stipulation as given under:

(a) Theory Block

i. Quizzes, assignments and regularity	10%
ii. Mid – semester test	20%
iii. End – semester examination	70%
Total	100%

(b) Practical Block

i. Lab work and performance, quizzes, assignments and regularity -	40%
ii. End – semester examination-	60%
Total	100%

5.4 Practical training, and project work shall be treated as practical subjects.

5.5 In each semester, the department will be required to conduct atleast two mid semester tests for theory block.

5.6 Each student shall be awarded grade by the concerned faculty /faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity.

The grades to be used and their numerical equivalents are under :

Credit Based Grading System

Grade	%Marks range(based on absolute markssystem)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	50 only	5	Satisfactory
F	Below 50	0	Fail
I		0	Incomplete
W		0	Withdrawl

5.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where c_i is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the i^{th} subject, where $i=1,2,\dots,n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j \cdot NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j=1,2,\dots,m$, are the number of semesters in that programme.

5.8 The grade sheet at the end of each even semester examination shall show CGPA till the end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA, equivalent percentage marks and the division awarded, according to the rule as given in para 7.0 of this ordinance.

6.0 CONDONATION OF DEFICIENCY

6.1 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor in the MTM/MPM/MAM.

7.0 AWARD OF DIVISION

7.1 Division shall be awarded only after the final semester examination (11th for MTM / MPM, and 13th for MAM) based on integrated performance of the candidate for all the five years as per following details:

CGPA Score	Division
$7.5 \leq \text{CGPA}$	First Division With Honours
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	Second Division

7.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \text{CGPA Obtained} \times 10$$

8 READMISSION

8.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-

admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

9.0 DURATION OF PROGRAMME

- 9.1** There shall be at least fourteen weeks of teaching in every semester.
- 9.2** One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 9.3** A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 9.4** The maximum duration of the course shall be 08 years for MTM / MPM and 09 years for MAM. However, for one mercy attempt the para 24.1.4 of the Ordinance No.12: "Examination General" shall be applicable.

10.0 MERIT LIST

- 10.1** Course wise final merit list of first five (5) candidates in the order of merit shall be declared by the University only after the main examination of the final semester on the basis of the integrated performance of all the semesters. The merit list shall include the first five candidates securing at least first division and passing all semesters in single attempts.

11.0 ATTENDANCE

- 11.1** Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the programme of study, provided that a short fall in attendance upto 10% and a further 5% can be condoned by the Director / Principal of the college and Vice-Chancellor of the LNCT Vishwavidyalaya, respectively for satisfactory reasons.

12.0 MEDIUM OF INSTRUCTION

- 12.1** The medium of instruction and examination shall be English throughout the programme of study.

Established under M. P. Act No. 17 of 2007

Ordinance No. 40

Bachelor of Architecture.

5 year Degree course

Ordinance relating to the nomenclature, admissions, course details and examinations, etc. of FIVE YEAR DEGREE COURSE, BACHELOR OF ARCHITECTURE.

1.0 NOMENCLATURE OF THE COURSE

The first degree in ARCHITECTURE consisting of FIVE years (Ten Semesters) course will be designated as Bachelor of Architecture (B.Arch.).

2.0 QUALIFICATION FOR ADMISSIONS

Admission of students to the Architecture Course under the faculty of Engineering will be governed by the following regulations.

2.1 The minimum qualification for admission to the first semester shall be the passing of 10+2 examination or any equivalent examination with Physics, Chemistry and Mathematics conducted by the M.P. Board of Secondary Education or any other Board or University Examination recognized as equivalent by the State Govt. of Madhya Pradesh.

2.2 The eligible candidate as specified in above 2.1 clause should secure a place in the merit list prepared by V.P.P. Mandal, Bhopal for admission to the Architecture Course. In general the admission to the Architecture Course shall be governed by the rules framed by D.T.E. or any other competent authority of State Government of M.P. from time to time.

3.0 DETAILS OF COURSE

3.1 The course offered by the Architecture Institutions will be suitably divided in ten groups corresponding to ten semesters as per the scheme of examination.

3.2 There shall be atleast 14 weeks teaching in each semester.

4.0 EXAMINATIONS

4.1 There shall be one University Examination at the end of each semester. These examinations will be designated as follows :

(a) During 1st year

First Semester B. Arch. Second Semester B. Arch.

(b) During 2nd year

Third Semester B. Arch. Fourth Semester B. Arch.

(c) During 3rd year

Fifth Semester B. Arch. Six Semester B. Arch.

(d) During 4th year

Seventh Semester B. Arch. Eighth Semester B. Arch.

(e) During 5th year

Ninth Semester B. Arch. Tenth Semester B. Arch.

...

- 4.2 The odd semester examinations will generally be held in November-December and even semester examinations in April-May each year.
- 4.3 There shall be full examination at the end of each semester consisting of the theory papers, practical and viva examinations of both the semesters of each year.
- 4.4 There shall be no supplementary examination.

5.0 ELIGIBILITY FOR EXAMINATION

A candidate admitted to the Architecture course is required to fulfill the following requirements before being admitted to any semester examination.

- 5.1 Candidate appearing as regular student for any semester examination must have attended at least 75 percent of the lectures and studio/practical separately in each subject of the course of study. A short fall in attendance upto 10 percent and further 5 percent can be condoned by the Principal of the College and the Vice-Chancellor of the University respectively for satisfactory reasons.
- 5.2 A Candidate shall have to pass in all theory, viva/practical and sessional examination of a semester separately. The complete statement of sessional marks of each semester shall be forwarded by the institution to the University before the commencement of the semester examination.

6.0 QUALIFYING THE EXAMINATIONS

- 6.1 A candidate shall secure the following minimum marks for passing a semester examination: -
 - (a) 40% marks in each theory paper.
 - (b) 50% marks in each practical/viva.
 - (c) 50% marks in each sessional work.
- 6.2 There shall not be any award of division from I to IX semester examinations. The division shall be awarded only at the end of 10th semester with the following regulations:
 - (a) If a candidate has passed all the ten semesters, the grand total of marks shall be computed as follows: -

First year 10% of 1000 x 2	=	200 marks.
Second year 10% of 1000 x 2	=	200 marks.
Third year 10% of 1000 x 2	=	200 marks.
Fourth year 100% of 1000 x 2	=	2000 marks.
Final year 100% of 1000 x 2	=	2000 marks.
Grand total	=	4600 marks.
 - b) A candidate obtaining 75% marks or above shall be placed in first division with distinction.
 - c) A candidate obtaining 65% marks or above but less than 75% shall be awarded first division.
 - d) A candidate obtaining more than 45% marks but less than 65% marks shall be awarded the second division.
 - e) A candidate obtaining less than 45% marks shall be awarded pass division.

7.0 AWARD OF GRACE MARKS

- 7.1** In marginal cases in the examination, the following rules shall be observed: -
- Maximum of five marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in (maximum of) two theory/or one theory and one viva/practical or two viva/practical.
 - While declaring result of the candidate no marks shall be added to or subtracted from the aggregate for the deficiency condoned as above in clause 7.1(a).
 - After condoning the above deficiency the result shall be declared in the division to which the candidate is entitled in accordance with the provisions of clause 6.2
- 7.2** The Kulpati shall award one grace marks to the candidate who is either failing or missing the division by one mark. However, it will not be added anywhere. this benefit will not, however, be available to a candidate getting advantage under clause 7.1 (a).

8.0 MERIT LIST

- 8.1** The merit list will be declared from the candidates who have passed all ten semesters individually in single attempt on the basis of grand total marks compiled as per the regulations laid down in this ordinance. Such merit list will include the names of only ten candidates.

9.0 PROMOTION TO HIGHER CLASSES

- 9.1** A candidate who has been admitted for the Architecture Course, will be promoted to higher year in accordance with the following requirements:
- A candidate will be promoted to the available semester of the next academic year provided the candidate does not carry a back log of more than five theory or combination of five theory and practical/viva/sessional (taken together) of the immediate previous year, otherwise the candidate shall become ex-student.
 - A candidate failing in any odd semester examination will be permitted to continue in the next higher semester.
- 9.2** A candidate will not be permitted to appear in the examination which he/she has passed earlier.
- 9.3** A candidate shall not be admitted in the fifth semester class unless the candidate has fully cleared the I & II semester examinations. Candidates shall not be admitted in the seventh semester class unless the candidate has fully cleared the first four semester examinations. Candidate shall be admitted to the ninth semester only after clearing the first six semester examinations, provided the candidate satisfies the condition 9.1(a).
- 9.4** The candidate shall be awarded the degree of Bachelor of Architecture (B.Arch.) on passing all the ten semester examinations. If any previous semester theory papers and/or sessional and/or viva remains as a backlog, the result shall be withheld.

- 10.0** The maximum duration of the course shall be 9 years.

Established under M. P. Act No. 17 of 2007
Ordinance No. 41
Master of Architecture

1. This ordinance shall be applicable to candidates admitted after 1st July 2000.
2. The Post Graduate course in Engineering/Technology leading to the Degree of Masters of Engineering/Technology/Architecture (ME/M.TECH./M.Arch.) of the university shall be divided into four semesters in the case of full time candidates and six semesters in the case of part time candidates. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/industrial training etc.
3. Every applicant for admission to ME/M.TECH./M.ARCH. First semester
 - 1) *Shall have passed B.E./B. Tech/B.Arch. or equivalent examinations approved by the AICTE in appropriate branch with at least 55% marks in the aggregate at final year examination or any other qualification as recommended by AICTE for a particular course. Candidate belonging to SC/ST categories will get a relaxation of 10% in the qualifying marks as mentioned above.*
 - 2) Applicants possessing valid GATE score shall be given preference over to those candidate who do not possess GATE score for full time course.
 - 3) All full time & part time sponsored candidates must have at least two years experience in the relevant field after passing the qualifying examination.
4. The candidate shall be permitted to appear at the semester examination provided he has successfully prosecuted a course of study in the affiliated college for that semester in the concerned course.
5. No candidate shall be permitted to carryout a major project preferably in an industry or a professional R & D organization and to submit thesis unless he/she has passed all the preceding semester.
6. Candidates appearing as regular students for any semester examination shall be required to attend at least 75% of lectures delivered and of the practicals held, separately in each paper, provided that a short fall in attendance up to 10% and 5% can be condoned by the Director / Principal of the College and Vice Chancellor of LNCT University, Bhopal respectively for satisfactory reasons.
7. There shall be two university examinations each year. The first around Dec./January and the second around May/June, Dec./Jan. examination shall be the main examination for first third and fifth semesters and supplementary examination for second and fourth

semesters. The May/June examination shall be the main examination for second and fourth semesters and supplementary examination for first, third and fifth semesters.

- 8
- a) An examinee who fails to obtain minimum marks in not more than two theory papers or Practicals /Viva-Voce in the first and second semester examination. Such candidates be admitted provisionally to the third semester. In case he fails to clear the backlog in the A.T.K.T. examination he shall be treated as having failed.
 - b) A candidate failing in more than two theory papers/ practicals examination or first and second semester shall be treated to have failed and will not be promoted to third semester.
 - c) A candidate failing at any semester examination may be readmitted to a subsequent main examination of that semester without necessary prosecuting a further course of study in the college. He shall, however, be required to appear and clear only those subjects in which he had failed to secure the minimum pass marks. The marks in the subjects already cleared by him shall be carried over.
 - d) The failed candidate as per para-8 (a) and (b) above shall not be permitted to continue in the course. He shall, however, be eligible to take admission to the next higher semester class after he has passed the examination at which he had failed as provided at para (c) above.
 - e) The candidate failing in the final (*fourth* in case of full time and *sixth* in case of part time) semester examination may seek re-admission however he/she shall submit his/her dissertation after necessary improvement and/or modification or re-written dissertation on a different by the Head of the department in the college.

9.1 Minimum pass marks for each subjects in each semester shall be as under: -

- a) Each written Theory Paper – 40 % of the total marks allotted to that paper.
- b) Each Practical Examination - 50 % of the total marks allotted to practicals.
- c) Each Sessional Examination – 60 % of the total marks to sessional.

9.2 Division shall be awarded in the Final semester examination based on integrated performance of the candidate for all the semester examinations in the following manner: -

- a) First Division with Distinction – 75% and above
- b) First Division – 65% and above
- c) Second Division – Below 65%

Provided the candidate has secured the minimum pass marks as specified under clause 9.1 above.

9.3 The Kulpati shall award one grace marks to the candidate who is either failing or missing the division by one mark. However, it will not be added anywhere.

10. The *Fourth* semester in the case of full time candidates and *sixth* semester in the case of part time candidates is the major project semester. During this semester the candidate shall devote himself for the research work in connection with any of the aspects of technology relevant to the course selected and assigned to him by the Head of the Department concerned in the college. At the end of the semester the candidate shall submit three typed of printed copies of the major project reports written by him, to the university through the Director/Principal of the college, accompanied by the certificate from the Head of the Department and the project supervisor to the effect that item bodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree
11. (i) A candidate on successfully completion of the first *three* semesters of full time course or the first *five* semesters of part time course shall be eligible for the award of a Post Graduate Diploma in Engineering if he/she withdraws from course of ails to submit his/her project report within the maximum span of the course.

Division shall be assigned in Post Graduate Diploma as per the scales laid down in clause 9(2).

(ii) A candidate who possesses a Post Graduate Diploma In Engineering/Architecture of the university shall be eligible for admission to the *fourth* semester in case of full time and *six* semester in case of part time for the purpose of completing the course, leading to the Master's Degree in Engineering/Architecture.

Provided that immediately after the declaration of the results of the final semester examinations and before conferment of the Degree of (ME/ M.TECH./ M.Arch.) the candidate shall surrendered to the university the Post graduate Diploma he possesses.

12. A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college be permitted to take read mission to the course at the beginning of the semester concerned in a subsequent year except in case where he has obtained the post-graduate diploma as per clause 11.
13. The maximum duration of the course shall be *Five* years in the case of full time candidates and *seven* years in the case of part time candidates.
14. In the notification declaring the results of the final semester examination for the Degree of M.E/ M.Tech./ M.Arch, the names of the first candidates in order of merit in each postgraduate course shall be notified by the university separately for full time and part time course.

Established under M. P. Act No. 17 of 2007

ORDINANCE No . 42
DIPLOMA OF FASHION DESIGNING

1. The diploma in Fashion and Designing (DFD) shall be a full time one year programme of teaching and learning for women only. Programme of teaching and learning for DFD shall be a self-financing programme.

1.1 NAME OF STATUTORY/REGULATORY BODY :- UGC guideline & State Govt.

2. Only those candidate shall be eligible to apply for admission to the course who have secured 50% marks at the Intermediate examination under 10+2 pattern. The mode of entrance to the Diploma Course shall be through an Admission Test, conducted by the University. The nature and scope and other necessary details of the admission test and rules of admission shall be such as may be decided and notified by the University from time to time. Reservations and other relaxations shall be as per UGC guidelines and State Government norms wherever applicable. There shall not be any relaxation in the course fee.
3. The scheme of examination and studies in various subjects for DFD programme will be as prescribed by the DFD Academic Programme Committee and approved by the Academic Council or its Standing Committee from time to time.
4. The Academic Programme Committee of the DFD shall consist of the Vice-Chancellor as the Chairman, two subject experts nominated by the Vice-Chancellor, Head of the Computer Science Department of the University and the Professor in Charge DFD as Member-Secretary.

English/Hindi shall be the medium of the test instruction and the examinations.

5. The DFD Diploma programme shall comprise of total of five subjects, (1 - Fashion Designing, 2 - Textile Designing, 3 - Costume Designing, 4 - Marketing Management and 5 - History of Fashion & Textiles) covered by 5 theory papers, 2 practicals, two projects and the viva-voce tests. Every paper shall carry 100 marks with a split of 40:60 for theory and sessional test marks. Practical and projects will also carry 100 marks each.

In order to pass the DFD programme a candidate must obtain a minimum of 50% in each sessional, 36% mark of aggregate in theory and 40% in each practical. Candidate obtaining 60% and above in aggregate shall be declared as passed in first division. Those obtaining between 48% and 59% in aggregate shall be declared as passed in second division. Those who fail in one subject only will be given a certificate of course participation.

7. All the candidates will have to submit a Designer's Profile Report as part of Fashion Designing Project and a Marketing Research Report as part of Marketing Management Project. The candidates will have to appear in viva-voce tests as part of Fashion Designing and Marketing Management Projects. As per the University norm.

8. A minimum of 75% of the attendance for lectures and practicals in the department/programme shall be necessary to be eligible to appear in the final examination.,
9. Matters not provided for in this ordinance shall be governed by the orders passed by the Vice-Chancellor on a reference made to him/her by the Administrative Council of the course constituted under the provisions of the LNCT University, Regulation for Self Financing Course.
10. **ADMISSION PROCESSES :-**Admissions are done at institutional level According to merit .and the reservation rules are followed as per Norms of the Government ..
11. **CANCELLATION OF ADMISSION**

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

12 FEES

To be decided by University ,as per regulatory authority .

13 ATTENDANCE

Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

14. STANDARD OF PASSING / DIVISION

Candidates who have passed all the examination of DFTDthe course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less than 70%
Second Division :	50% and above but less than 60%
Pass Division :	40% and above but less than 50%

Established Under M.P., Act No. 17 of 2007

ORDINANCE No.43

**Bachelor of. Interior Design
Syllabus, Ordinances, Regulations**

ORDINANCES BID

A candidate for the degree of Bachelor of Interior Design) must have passed the Higher Secondary School Certificate Examination (12th Standard – All stream) of the Madhya Pradesh State or an equivalent Examination recognized by the University and will be required to pass six examination, A candidate will be required to pass six examinations conducted by the university for the three year degree course as follows:

Three year degree course	Exam
1. Semester I	- Do -
2. Semester II	- Do -
3. Semester III	- Do -
4. Semester IV	- Do -
5. Semester V	- Do -
6. Semester VI	- Do -

B ID -2

The Interior design BA (ID) course shall be of a duration of 3 academic years or 6 semesters (of minimum 16 weeks) each.

B ID -3

The course is a full time regular course.

Study tour for visit of the places connected with and her/ his study is a compulsory requirement and expenditure shall have to be borne by the students.

Regulations : (B ID)

R . B ID -2

A candidate who is eligible to appear but fails to appear or fails or passes the first semester examination will be permitted to keep the term of second semester.

R . B ID -3

STAGE CLEARANCE

A student at any time can carry a maximum of 12 credit backlog only except at Stage (See below).

FIRST STAGE CLEARANCE

- At the end of the first year in order to qualify for Registration to the Second year (3rd Semester), a student must have cleared 38 out of 50 credits of First 2 semesters. This permissible backlog of credits should not accrue from minimum two studio based courses.
- This requirement must be satisfied at the end of the regular examinations of Semester II. Students not clearing 38 credits

must repeat the First Year and clear all subjects in which they have failed. Full fees as applicable in the case of regular student shall be charged for the repeat year.

- Also provided to a candidate who have passed F.Y.BID) examination or one who has obtained ATKT in F.Y.BID) examination shall also be eligible to get admission in 3rd Semester of BID) degree course.

SECOND STAGE CLEARANCE

At the end of Second year (fourth Semester), in order to qualify for the Registration to the third year (fifth semester), a student must have cleared all subjects of 1st & 2nd Semester and carry a maximum 12 credit backlog (38 out of 50 of III & IV Semester). This permissible backlog of credits should not accrue from minimum two studio based courses.

THIRD STAGE CLEARANCE

In order to qualify for admission to Semester 6, students must have cleared stage one & stage two completely and must not have backlogs of more than 12 credits of Semester 5 (not occurring from more than two studio based subjects)

R . BID -4

ATTENDANCE

- All students are expected to attend all Studio Workshops and Lectures regularly at all scheduled times. Minimum attendance requirement to qualify for examination is 80% of the total classes held in a subject/course, failing which shall be declared NE(Non-Eligible) and debarred from the Examination, Viva or Jury in the same subject/course The decision of the subject/course Faculty and the Academic Committee of the School shall be treated as final in this matter.
- In the event of serious illness, certified by doctor, a student may be permitted to have a minimum attendance of 65% of the total classes held in a course, in consultation with the studio / workshop course work based submissions, depending on the period of illness in consultation with the Studio Master / Head or Director within the period the university conducts the final examination.
- Continuous absence for more than 6 weeks for any reason whatsoever shall be deemed as discontinuation of that semester. If the student wishes to continue in School, he/she may seek registration in the same semester in the next academic year.

R . BID – 5

EVALUATION & EXAMINATION

All courses shall be evaluated by regular assessment of the term work and end term written examination / Jury or Viva. The following pattern shall be followed for studio, Theory and workshop / seminar courses respectively.

STUDIO

- 50% - Periodic Assessment of Term work by concerned faculty (including Time Problems during the semesters)
- 50% - End term Jury / Viva/Exam evaluated by University.

THEORY

- 50% - Continuing Assessment in the form of quizzes, papers assignments and/or mid-term examination of not more than one hour duration by concerned faculty.
- 50% - End term written examination necessarily set and evaluated by the University.

WORKSHOP

- 100% - Continuing Evaluation of term work / Assignment/ session presentation etc concerned faculty.
The minimum level for passing a course is 44% subject wise. The rules for promotion & passing will be as per ordinances laid down by the LNCT University

For Award of classes at one sitting without exemption the following standards shall be applicable

1	First Class with Distinction	-	75 % and above
2	First class	-	60 % and above
3	Second class	-	50 % and above
4	Pass Class	-	44 % and above

Frequency of examination of each of the semester shall be twice in a year and students appearing in any of the semester examination subject which he was previously failed shall be required to pass the same in the subsequent efforts. The passing marks earned at the original trial appearance shall be carried forward whether internal or external in each of the subject.

REPEAT EXAMINATION

Students who have failed in any subject in either Term work or examination or both shall appear for the examination as and when conducted by the University.

The term work for that course must be submitted again before the Repeat Examination under the guidance by concerned faculty.

R BID -6

For Students coming from other University / Courses & while the course has a prerequisite to the next course, such courses may be offered at the discretion of the Academic Committee of the school.

R BID -7**AWARD OF DEGREE**

A student would be awarded the Bachelors of BID Degree by the LNCT University on the recommendation of the Senate of the University

Note :

1. Design Studio I to VI, Graphics techniques I to II, Construction techniques I to VI Basic Design I to II, Furniture Design I to II, are to be considered as studio based subjects.
2. In studio based subjects, the end of term examination may be in the form of External Viva or Jury or external examination.
3. A students can keep the terms of any Elective out of 3 (offered in Sem IV & Sem V) and the earned credit shall be credited to the students marksheet (Elective assessments are internal only)
- ❖ faces, to understand system of transformation of forms.
- ❖ Application of understanding of light and shadow and its behaviour to various
- ❖ planes/ solids for varied conditions, use of different rendering techniques to represent sciagraphy results of planes/ solids through orthographic, isometric, axonometric and perspective projections.

OBJECTIVE

- ❖ To inculcate an awareness to perceive as an act of seeing a dynamic and creative process with sensitive observations shape, sensory perceptions, creative thinking and clear, precise presentation which produces to form mental images attained by sight, with a specialized sense involving interaction of a stimulus.
- ❖ To enhance a sense of intellectual appreciation of what is perceived and meanings conveyed/ intended.
- ❖ To make aware of the elements of environment through physical sensations and develop a capacity for comprehension; through sense and especially through sight.

ADMISSION PROCESSES :- Admissions are done at institutional level According to merit and the reservation rules are followed as per Norms of the Government ..

CANCELLATION OF ADMISSION

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

FEES

To be decided by University .As per regulatory authority.

ATTENDANCE

Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This

requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

14. STANDARD OF PASSING / DIVISION

Candidates who have passed all the examination of MHA the course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less than 70%
Second Division :	50% and above but less than 60%
Pass Division :	40% and above but less than 50%

Established under M. P. Act No. 17 of 2007

ORDINANCE No. 44
DIPLOMA IN PHARMACY

1. **AIMS :-** Pharmacy plays an important role in health care. if there is any disease, the cure is medicine. It is the pharmacy which prepares medicines and man is cured. Without preparation of medicine illness cannot be wellness. Pharmacy is the main branch, the knowledge of which is essential for those who are related to health care.
2. **NAME OF STATUTORY / REGULATORY BODY:-** as per rule E.R. 91 of Pharmacy Council of India, New Delhi.
3. **DURATION OF THE COURSE:-** Two Year
with each academic year spread over a period of not fewer than one hundred and eighty working days in addition to 500 hours practical training spread over period of not fewer than 3 months. The duration of the course shall be for two academic years,
4. **ELIGIBILITY FOR ADMISSION:-** No Candidate shall be admitted to Diploma in Pharmacy unless he/she passed examination of 10+2 in Science (PCB/PCM/Biotechnology) With Minimum 45% marks for unreserved Category, 40% Marks for SC/ST Category students.
5. **ADMISSION OF CANDIDATES :-**
The Diploma in Pharmacy Part -1 shall be made in order of merit on previous qualifying exam or by 'Pre-Pharmacy Test' conducted in accordance with, scheme of Examinations and syllabus laid down by the University.
6. **CANCELLATION OF ADMISSION:-**
In case of Producing false documents and non payment of the fees, the admission will be cancelled.
- 7.0 **FEES:-** The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / MP regulatory commission.
INTAKE :- In D.Pharm Courses the no. of seat 60 for each Batch As per PCI Guidelines
- 8.0 **ATTENDANCE**
To be eligible to appear in the examination candidates must have 80 %.
- 9.0 **DIVISION =** The result will be decided & follow
 1. Pass/Qualifying mark 50 %
 2. IInd Division 50 % - 59.9 %
 3. I st Division 60% - 74.9%

4. Distinction :75 % and above of grand total marks in first attempt.

As per PCI Regulations act of Pharmacy.

MODE OF EXAMINATIONS: Each theory and practical examination in the subject mentioned shall be of three hours duration.

- (A) Candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce oral examinations.
- (B) Award of sessional marks and maintenance of records. A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in Pharmacy Part-II courses, shall be maintained for each student; institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practical shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

- (C) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures at least 40% marks in each of the subjects separately in theory examinations, including sessional marks and at least 40% marks in each of the practical examinations including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma, in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) of Diploma in Pharmacy (part II) examinations, as the case may be.

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Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).

- (D) **Eligibility for Promotion to Diploma in Pharmacy (Pt. II):** All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharmacy Part -1 exam, in four attempts shall not be allowed to continue the course.

Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, cannot be improved unless he/she attends regular course of study again.

- (E) **Certificate of passing examination for Diploma in Pharmacy (part-II):** Certificate of having passed the examination for the

Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.

- (F) **Certificate of Diploma in Pharmacy:** A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-1 and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).

- (G) **The chairman and at least one expert member of examining committee of the Examining Authority** Concerned with appointment of examiners and conduct, of pharmacy examination should be persons possessing pharmacy Qualifications.

11.0 COURSE OF STUDY: The course of study shall be as per decision of Board of Management on the recommendation of Board of studies and members of Pharmacy Council of India after having appeared in Part-II examination of Diploma in Pharmacy course.

12.0 PRACTICAL TRAINING

To discussed by Board/University or other approved examination Body or any other course accepted as. Being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following Institutions namely:

Hospitals / Dispensaries run by Central/State Government/Municipal corporations/ central Govt. Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. Of India.

- 13.0** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

Established Under M.P. Act No.17 of 2007

ORDINANCE No. 45

BACHELOR OF PHARMACY

(4 YEAR DEGREE COURSE)

This ordinance shall be applicable to candidate admitted for Bachelor of Pharmacy (B.Pharm) degree and shall be governed by rules & guidelines of pharmacy council of India.

The first degree in Pharmacy of four-year (Eight semesters) course, Here in after called 4-YDC, shall be designated as BACHELOR OF PHARMACY (B.Pharm).

1. **AIMS :-** Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine .It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch, the knowledge of which essential for those who are related to health care.
2. **NAME OF STATUTORY /REGULATORY BODY :-**as per rule 91 of pharmacy council of India.
3. **DURATION OF COURSE**
 - 3.1 There shall be at least fourteen weeks of teaching in every semester.
 - 3.2 One hour of conduct in Lecture (L) / Tutorial (T) /and at least 3 hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
 - 3.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the, basis of his/her provisional admission.
 - 3.4 The maximum duration of the course shall be eight years. However, one mercy attempt can be granted by Vice Chancellor which should be not for more than one year on satisfactory reasons.
 - 3.5 Maximum Duration for completion of the Degree requirements , total of six years for Bachelor of Pharmacy from the date of admission, shall be given to a student to pass all the courses and to fulfil all other requirements for the completion of degree including attaining the required aggregate, falling which the candidature of the student shall stand cancelled, and no degree shall be awarded.
 - 3.6 Powers of the Vice Chancellor Not withstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.

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4. **ELIGIBILITY CRITERIA:-** i) 10+2 examination from the MP Board of School Education, with at least 45% of marks in aggregate of Physics, Chemistry & Mathematics / Biology for unreserved category 40% for SC / ST category students.

OR

ii) An examination of any other University / Board recognized by state govt. as equivalent there to with at least 45% of marks in aggregate of Physics, Chemistry & Biology.

iii) Diploma in Pharmacy from PCI approved institution.

5. ADMISSIONS PROCESSES

- 5.1 The minimum qualification for admission to the first year B.Pharm. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics / Biology (also securing pass marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 5.2 Minimum qualification for direct admission to second year of B. Pharm.. Shall be 45% marks in Diploma in Pharmacy from any institution approved by the Pharmacy Council of India. (P.C.I) and as per prevalent norms of Government of Madhya Pradesh. Justification - B.Sc. student cannot be admitted directly into B.Pharm II Year.
- 5.3 Non-Resident Indian (NRI) candidates shall also be eligible for admission to B.Pharm in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.
- 5.4 The admissions to Pharmacy course shall be governed by the rules of the Technical Education and Training Department, Government of Madhya Pradesh, Bhopal and/or any other competent authority of the State government of Madhya Pradesh.
- 5.5 The admission procedure will be as per decision of Board of Management of University,

6.0 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

- 7.0 **FEES:-** The fees of the course shall be decided by board of management of University. The university from time to

time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- In B.Pharm Courses the no. of seat 60 for each Batch As per PCI Guidelines.

8.0 ATTENDANCE

To be eligible to appear in the examination candidates must have 80 %.

9.0 DIVISION = The result will be decided & follow

1. Pass/Qualifying mark 50 %
2. IInd Division 50 %- 59 %
3. Ist Division 60% -74 %
4. Distinction :75 % and above of grand total marks in first attempt.

As per PCI new regulation act of B. Pharmacy.

10.0 MERIT LIST

10.1 Final merit list of first ten (10) candidates in order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.Pharm. degree, on the basis of the Integrated performance of all the four years. The merit list shall include the first ten candidates securing, at least first division and passing all semesters in single attempt.

11.0 EXAMINATIONS - Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per PCI new regulation act.

12.0 MEDIUM OF INSTRUCTION AND EXAMINATION

12.1 The medium of instruction and examination shall be English throughout the course of study.

12.2 The subjects to be studied in different semesters of Bachelor of Pharmacy shall be as per the Schemes, approved by Board of Studies of LNCT UNIVERSITY

13.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion /advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

Established under M.P., Act NO. 17 of 2007

ORDINANCE NO.46

(Pharm. D)

APPLICABILITY: This ordinance shall apply to programs leading to Doctor of Pharmacy (Pharm. D & Pharm .D (Post Baccalaureate) following yearly system

1. DEFINITIONS:

- 1.1. Academic Program/Programs shall mean a Program of courses and/ or any other component leading to Doctor of Pharmacy (Pharm. D) & Pharm .D (Post Baccalaureate)
- 1.2. An Academic Year is a period of nearly 12 months devoted to completion of requirements specified in the scheme of teaching and there dated examinations and normally extends from August to July.
- 1.3. Annual System means the program where examination, shall be held once a year.
- 1.4. Board of Studies (BOS) shall mean the Board of Studies of the College/department concerned.
- 1.5. Course means a component to the academic Program, carry indistinctive code no. and specific credits assigned to it.
- 1.6. External examiner shall mean an examiner who is not in the employment of the University.
- 1.7. Student shall mean a person admitted to the College/ Department of the University for any of the academic program(s) to which this Ordinance is applicable.
- 1.8. University shall mean LNCT University, Bhopal.
- 1.9. Academic Program Committee shall mean a committee constituted to co-ordinate and ensure smooth running of the courses included in the particular program.

2.0 NAME OF STATUTORY /REGULATORY BODY :-as per rule E.R 91 of Pharmacy Council of India.

- 3.0 DURATION :— a) Pharm.D: The duration of the course shall be six academic years (five years of study and one year of internship or residency) full time with each academic year spread over a period of not less than two hundred working days. The period of six years duration is divided into two phases – Phase I – consisting of First, Second, Third, Fourth and Fifth academic year. Phase II – consisting of internship or residency training during sixth year involving posting in speciality units. It is a phase of training wherein a student is exposed to actual pharmacy practice or clinical pharmacy services and acquires

skill under supervision so that he or she may become capable of functioning independently. b) Pharm.D. (Post Baccalaureate):

4.0 ELIGIBILITY FOR ADMISSION :-

4.1 a) Pharm.D. Part-I Course – A pass in any of the following examinations –

(1) 10+2 examination with Physics and Chemistry as compulsory subjects along with one of the following subjects: Mathematics or Biology.

(2) A pass in D.Pharm course from an institution approved by the Pharmacy Council of India under section 12 of the Pharmacy Act.

(3) Any other qualification approved by the Pharmacy Council of India as equivalent to any of the above examinations. Provided that a student should complete the age of 17 years on or before 31st December of the year of admission to the course. Provided that there shall be reservation of seats for the students belonging to the Scheduled Castes, Scheduled Tribes and other Backward Classes in accordance with the instructions issued by the Central Government/State Government/Union Territory Administration as the case may be from time to time.

4.1 b) Pharm.D. (Post Baccalaureate) Course - A pass in B.Pharm from an Institution approved by the Pharmacy Council of India under section 12 of the Pharmacy Act: Provided that there shall be reservation of seats for the students belonging to the Scheduled Castes, Scheduled Tribes and other Backward Classes in accordance with the instructions issued by the Central Government/State Government/Union Territory Administration as the case may be from time to time.

4.2. Number of admissions in the above said programmes shall be as prescribed by the Pharmacy Council of India from time to time and presently be restricted as below – i) Pharm.D. Programme – 30 students. ii) Pharm.D. (Post Baccalaureate) Programme – 10 students.

4.3. Institutions running B.Pharm programme approved under section 12 of the Pharmacy Act, will only be permitted to run Pharm.D. programme. Pharm.D. (Post Baccalaureate) programme will be permitted only in those institutions which are permitted to run Pharm.D. programme.

4.4. The course of study for Pharm.D. shall include the subjects as given in the Tables below. The number of hours in a week, devoted to each subject for its teaching in theory, practical and tutorial shall not

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be less than that noted against it in columns (3), (4) and (5) below.

TABLES

First Year

<u>S.No.</u>	<u>Name of Subject</u>	<u>No. of hours of Theory</u>	<u>No. of hours of Practical</u>	<u>No. of hours of Tutorial</u>
(1)	(2)	(3)	(4)	(5)
1.1	Human Anatomy and Physiology	3	3	1
1.2	Pharmaceutics	2	3	1
1.3	Medicinal Biochemistry	3	3	1
1.4	Pharmaceutical Organic Chemistry	3	3	1
1.5	Pharmaceutical Inorganic Chemistry	2	3	1
1.6	Remedial Mathematics/ Biology	3	3*	1
Total hours		16	18	6=(40)

SECOND YEAR:

<u>S.No</u>	<u>Name of Subject</u>	<u>No. of hours of Theory</u>	<u>No. of hours of Practical</u>	<u>No. of hours of Tutorial</u>
(1)	(2)	(3)	(4)	(5)
2.1	Pathophysiology	3	-	1
2.2	Pharmaceutical Microbiology	3	3	1
2.3	Pharmacognosy & Phytopharmaceuticals	3	3	1
2.4	Pharmacology-I	3	-	1
2.5	Community Pharmacy	2	-	1
2.6	Pharmacotherapeutics-I	3	3	1
Total Hours		17	9	6 = 32

Third Year:

<u>S.No.</u>	<u>Name of Subject</u>	<u>No. of hours of Theory</u>	<u>No. of hours of Practical</u>	<u>No. of hours of Tutorial</u>
<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>
3.1	Pharmacology-II	3	3	1
3.2	Pharmaceutical Analysis	3	3	1
3.3	Pharmacotherapeutics-II	3	3	1
3.4	Pharmaceutical Jurisprudence	2	-	-
3.5	Medicinal Chemistry	3	3	1
3.6	Pharmaceutical Formulations	2	3	1
Total hours		16	15	5 = 36

Fourth Year:

<u>S.No.</u>	<u>Name of Subject</u>	<u>No. of hours of Theory</u>	<u>No. of hours of Practical/ Hospital Posting</u>	<u>No. of hours of Tutorial</u>
<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>
4.1	Pharmacotherapeutics-III	3	3	1
4.2	Hospital Pharmacy	2	3	1
4.3	Clinical Pharmacy	3	3	1
4.4	Biostatistics & Research Methodology	2	-	1
4.5	Biopharmaceutics & Pharmacokinetics	3	3	1
4.6	Clinical Toxicology	2	-	1
Total hours		15	12	6 = 33

Fifth Year:

S.No.	Name of Subject	No. of hours of Theory	No. of hours of Hospital posting*	No. of hours of Seminar
(1)	(2)	(3)	(4)	(5)
5.1	Clinical Research	3	-	1
5.2	Pharmacoepidemiology and Pharmacoeconomics	3	-	1
5.3	Clinical Pharmacokinetics & Pharmacotherapeutic Drug Monitoring	2	-	1
5.4	Clerkship *	-	-	1
5.5	Project work (Six Months)	-	20	-
Total hours	8	20		4 = 32

Sixth Year:

Internship or residency training including postings in speciality units. Student should independently provide the clinical pharmacy services to the allotted wards. (i) Six months in General Medicine department, and (ii) Two months each in three other speciality departments

5. ADMISSION PROCESSES

As per rules of PCI& State Govt.M.P

6. CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be a celled if:

- (i) She/ He is not found qualified as per the eligibility criteria prescribed by the University.
Or
- (ii) She/ He is found unable to complete the program within the specified period for completion of the program as per Govt. Norms.
Or
- (iii) She/ He is found involved in indiscipline or violating the University Code of Conduct.
Or
- (iv) She / He is involved in an act of ragging.

7.0 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority /

MP regulatory commission .

INTAKE :-Number of admissions in the above said programmes shall be as prescribed by the Pharmacy Council of India from time to time and presently be restricted as below – i) Pharm.D. Programme – 30 students. ii) Pharm.D. (Post Baccalaureate) Programme – 10 students.

8.0 ATTENDANCE: Has attended not less than 80 % of the total

classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

9.0 STANDARD OF PASSING/DIVISION:-A student shall not be declared to have passed examination unless he or she secures at least 50% marks in each of the subjects separately in the theory examinations, including sessional marks and at least 50% marks in each of the practical examinations including sessional marks. The students securing 60% marks or above in aggregate in all subjects in a single attempt at the Pharm.D. or as the case may be, Pharm. D. (Post Baccalaureate) course examination shall be declared to have passed in first class. Students securing 75% marks or above in any subject or subjects shall be declared to have passed with distinction in the subject or those subjects provided he or she passes in all the subjects in a single attempt.

10.0 MODE OF EXAMINATION:-(1) Theory examination shall be of three hours and practical examination shall be of four hours duration. (2) A Student who fails in theory or practical examination of a subject shall re-appear both in theory and practical of the same subject. (3) Practical examination shall also consist of a viva – voce (Oral) examination. (4) Clerkship examination – Oral examination shall be conducted after the completion of clerkship of students. An external and an internal examiner will evaluate the student. Students may be asked to present the allotted medical cases followed by discussion. Students' capabilities in delivering clinical pharmacy services, pharmaceutical care planning and knowledge of therapeutics shall be assessed.

11. ELIGIBILITY FOR APPEARING EXAMINATION.— Only such students who produce certificate from the Head of the Institution in which he or she has undergone the Pharm.D. or as the case may be, the Pharm.D. (Post Baccalaureate) course, in proof of his or her having regularly and satisfactorily undergone the course of study by attending not less than 80%

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of the classes held both in theory and in practical separately in each subject shall be eligible for appearing at examination.

- 13. AWARD OF SESSIONAL MARKS AND MAINTENANCE OF RECORDS.—** (1) A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Pharm.D. or as the case may be, Pharm.D. (Post Baccalaureate) course, shall be maintained for each student in the institution and 30 marks for each theory and 30 marks for each practical subject shall be allotted as sessional. (2) There shall be at least two periodic sessional examinations during each academic year and the highest aggregate of any two performances shall form the basis of calculating sessional marks. (3) The sessional marks in practicals shall be allotted on the following basis:- (i) Actual performance in the sessional examination (20 marks); (ii) Day to day assessment in the practical class work, promptness, viva-voce record maintenance, etc. (10 marks).
- 15. ELIGIBILITY FOR PROMOTION TO NEXT YEAR.—** All students who have appeared for all the subjects and passed the first year annual examination are eligible for promotion to the second year and, so on. However, failure in more than two subjects shall debar him or her from promotion to the next year classes.
- 16. INTERNSHIP.—** (1) Internship is a phase of training wherein a student is expected to conduct actual practice of pharmacy and health care and acquires skills under the supervision so that he or she may become capable of functioning independently. (2) Every student has to undergo one year internship as per Appendix-C to these regulations.
- 17. APPROVAL OF EXAMINATIONS.—** Examinations mentioned in regulations 10 to 12 and 14 shall be held by the examining authority hereinafter referred to as the university, which shall be approved by the Pharmacy Council of India under sub-section (2) of section 12 of the Pharmacy Act, 1948. Such approval shall be granted only if the examining authority concerned fulfills the conditions as specified in Appendix-D to these regulations.
- 18.0 CERTIFICATE OF PASSING EXAMINATION.—** Every student who has passed the examinations for the Pharm.D. (Doctor of Pharmacy) or Pharm.D. (Post Baccalaureate) (Doctor of Pharmacy) as the case may be, shall be granted a certificate by the examining authority.
- 19.0 Number of admissions in the above said programmes shall be as prescribed by the Pharmacy Council of India from time to time and presently be restricted as below – i) Pharm.D. Programme – 30 students. ii) Pharm.D. (Post Baccalaureate) Programme – 10 students.**

Established Under M.P. Act No.17 of 2007

ORDINANCE No. 47
MASTER OF PHARMACY

The ordinance is framed as per the norms/ guidelines / rules laid down by PCI shall be applicable to candidates admitted for Master of pharmacy degree course

- 1.0 **AIMS :-** Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine .It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch ,the knowledge of which is essential for those who are related to health care.
- 2.0 **NAME OF STATUTORY /REGULATORY BODY :-**The Statutory /Regulatory body Pharmacy council of India, New Delhi.
- 3.0 **DURATION OF COURSE :-**The program of study for M.Pharm. shall extend over a period of four semesters(two academic years). The curricula and syllabi for the program shall be prescribed from time to time by Pharmacy Council of India, New Delhi.
 - 3.1 **Maximum Duration for M.Pharm Course in 5 Year.**
 - 3.2 **Powers of the Vice Chancellor** Notwithstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.
 - 3.3 **Working days in each semester**

Each semestershall consist of not less than 100 working days. The oddsemesters shall be conducted from the month of June/July toNovember/December and the even semesters shall be conducted from themonth of December/January to May/June in every calendar year.
- 4.0 **ELIGIBILITY CRITERIA& ADMISSIONS:-**

A Pass in the following examinations

 - 4.1 **B. Pharm Degree examination of an Indian university** established by law in India from an institution approved by Pharmacy Council of India and has scored not less than 55 % of the maximum marks (aggregate of 4 years of B.Pharm.)
 - 4.2) **Every student, selected for admission to post graduate pharmacy program in any PCI approved institution should have obtained registration with the State Pharmacy Council or should obtain the same within one month from the date of his/her admission, failing which the admission of the candidate shall be cancelled.**

It is mandatory to submit a migration certificate obtained from the respective university where the candidate had passed his/her qualifying degree (B.Pharm.)

5.0 ADMISSION PROCESSES :-

1. Students for postgraduate pharmacy courses shall be selected strictly on the basis of their academic merit.
2. For determining the academic merit, the university/institution may adopt any one of the following Procedures:—
 - i. On the basis of merit as determined by the competitive test conducted by the State Government or by the competent authority appointed by the State Government or by the university/group of universities in the same state; or
 - ii. On the basis of merit as determined by a centralized competitive test held at the national level; or
 - iii. On the basis of the individual cumulative performance at the first, second, third and final B.Pharm examination, if such examination have been passed from the same university; or
 - iv. Combination of (i) and (iii):

6.0 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled'.

7.0 RE-ADMISSION

A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his /her first admission .

- 7.0 FEES:-**The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- Each Specialization Subjects Consists of 15 Seat .As per PCI Guideline

8.0 ATTENDANCE AND PROGRESS

A candidate is required to put in at least 80% attendance in individual ~~subject~~ considering theory and practical

separately. The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examinations.

9.0 PROGRAM/COURSE CREDIT STRUCTURE

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, seminars, assignments, etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly the credit associated with any of the other academic, co/extracurricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week/per activity.

9.1. Credit assignment

9.1.1. Theory and Laboratory courses

Courses are broadly classified as Theory and Practical. Theory courses consist of lecture (L) and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and a multiplier of half (1/2) for practical (laboratory) hours. Thus, for example, a theory course having four lectures per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2. The contact hours of seminars, assignments and research work shall be treated as that of practical courses for the purpose of calculating credits. i.e., the contact hours shall be multiplied by 1/2. Similarly, the contact hours of journal club, research work presentations and discussions with the supervisor shall be considered as theory course and multiplied by 1.

9.2. Minimum credit requirements

The minimum credit points required for the award of M. Pharm. degree is 95. However based on the credit points earned by the students under the head of co-curricular activities, a student shall earn a maximum of 100 credit points. These credits are divided into Theory courses, Practical, Seminars, Assignments, Research work, Discussions with the supervisor, Journal club and Co-Curricular activities over the duration of four semesters. The credits are distributed semester-wise as shown in Table 1. Courses generally progress in sequence,

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building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

10.0 ACADEMIC WORK

A regular record of attendance both in Theory, Practical, Seminar, Assignment, Journal club, Discussion with the supervisor, Research work presentation and Dissertation shall be maintained by the department / teaching staff of respective courses.

11.0 GRADING OF PERFORMANCES

11.1. Letter grades and grade points allocations:

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course. The letter grades and their corresponding grade points are given in Table -1

Table -1 Letter grades and grade points equivalent to Percentage of marks and performances

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90.00 – 100	O	10	Outstanding
80.00 – 89.99	A	9	Excellent
70.00 – 79.99	B	8	Good
60.00 – 69.99	C	7	Fair
50.00 – 59.99	D	6	Average
Less than 50	F	0	Fail
Absent	AB	0	Fail

A learner who remains absent for any end semester examination shall be assigned a letter grade of AB and a corresponding grade point of zero. He/she should reappear for the said evaluation/examination in due course.

11.2. The Semester grade point average (SGPA) The performance of a student in a semester is indicated by a number called Semester Grade Point Average (SGPA). The SGPA is the weighted average of the grade points obtained in all the courses by the student during the semester.

For example, if a student takes five courses (Theory/Practical) in a semester with credits C1, C2, C3 and C4 and the student's grade points in these courses are G1, G2, G3 and G4, respectively, and then students' SGPA is equal to:

$$C1G1 + C2G2 + C3G3 + C4G4$$

$$SGPA = \frac{C1 + C2 + C3 + C4}{4}$$

The SGPA is calculated to two decimal points. It should be noted that, the SGPA for any semester shall take into consideration the F and ABS grade awarded in that semester. For example if a learner has a F or ABS grade in course 4, the SGPA shall then be computed as:

$$SGPA = \frac{C1G1 + C2G2 + C3G3 + C4* ZERO}{C1 + C2 + C3 + C4}$$

11.3 Cumulative Grade Point Average (CGPA)

The CGPA is calculated with the SGPA of all the IV semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all IV semesters and their courses. The CGPA shall reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPA shall only reflect the new grade and not the fail grades earned earlier. The CGPA is calculated as:

$$CGPA = \frac{C1S1 + C2S2 + C3S3 + C4S4}{C1 + C2 + C3 + C4}$$

where C1, C2, C3, ... is the total number of credits for semester I, II, III, ... And S1, S2, S3, ... is the SGPA of semester I, II, III, ...

11.4 Declaration of class

The class shall be awarded on the basis of CGPA as follows:

First Class with Distinction = CGPA of 7.50 and above

First Class = CGPA of 6.00 to 7.49

Second Class = CGPA of 5.00 to 5.99

12.0 Project work

All the students shall undertake a project under the supervision of a teacher in Semester III to IV and submit a report. 4 copies of the project report shall be submitted (typed & bound copy not less than 75 pages).

The Internal and external examiner appointed by the University shall evaluate the project at the time of the Practical examinations of other semester(s).

The projects shall be evaluated as per the criteria given below.

Evaluation of Dissertation Book:

Objective(s) of the work done 50 Marks
 Methodology adopted 150 Marks
 Results and Discussions 250 Marks
 Conclusions and Outcomes 50 Marks

Total**500 Marks****Evaluation of Presentation:****Presentation of work 100 Marks****Communication skills 50 Marks****Question and answer skills 100 Marks****Total****250 Marks****13.0 Examinations/Assessments****13.1 Mode of Examination :- Semester wise****As per PCI Regulation (Amended Time to Time)****13.2. End semester examinations**

The End Semester Examinations for each theory and practical course through semesters I to IV shall be conducted by the respective university except for the subject with asterix symbol (*) in table I and II for which examinations shall be conducted by the subject experts at college level and the marks/grades shall be submitted to the university

13.3. Internal assessment: Continuous mode

The marks allocated for Continuous mode of Internal Assessment shall be awarded as per the scheme given below.

Table - 2: Scheme for awarding internal assessment: Continuous mode

Theory

Criteria	Maximum Marks
Attendance (Refer Table – 28)	8
Student – Teacher Interaction	2
Total	10
Practical	
Attendance (Refer Table – 28)	10
Based on Practical Records, Regular viva voce, etc.	10
Total	20

Table - 3: Guidelines for the allotment of marks for attendance

Percentage of Attendance	Theory	Practical
95 – 100	8	10
90 – 94	6	7.5
85 – 89	4	5
80 – 84	2	2.5
Less than 80	0	0

13.4 . Sessional Exams

Two sessional exams shall be conducted for each theory / practical course as per the schedule fixed by the college(s). The scheme of question paper for theory and practical sessional examinations is given in the table. The average marks of two sessional exams shall be computed for internal assessment as per the requirements.

13.5. PROMOTION AND AWARD OF GRADES

A student shall be declared PASS and eligible for getting grade in a course of M.Pharm programme if he/she secures at least 50% marks in that particular course including internal assessment.

13.6 Carry forward of marks:

In case a student fails to secure the minimum 50% in any Theory or Practical course as specified in 12, then he/she shall reappear for the end semester examination of that course. However his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.

13.7. Improvement of internal assessment:

A student shall have the opportunity to improve his/her performance only once in the sessional exam component of the internal assessment. The re-conduct of the sessional exam shall be completed before the commencement of next end semester theory examinations.

13.8. Re-examination of end semester examinations:

Re-examination of end semester examination shall be conducted. The exact dates of examinations shall be notified from time to time.

14.0 MERIT LIST

In the notification declaring the results of the final semester examination for the Degree of M.Pharm The names of the first five candidates in order of merit shall be notified by the university, securing at least first division and passing all semester examinations in single attempt.

15.0 MEDIUM OF INSTRUCTION AND EXAMINATION:

- 15.1. The medium of instruction and examination shall be English throughout the course of study.
- 15.2. The subject to be studied in different semesters of M.Pharm shall be as per schemes approved by Board of Studies of the University

16.0 DURATION FOR COMPLETION OF THE PROGRAM OF STUDY

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.

- 17.0** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ESTABLISHED UNDER M.P. ACT NO. 17 OF 2007

ORDINANCE NO-48

BACHELOR OF LAW (LLB)

(03 YEARS DEGREE COURSE)

This Ordinance shall be applicable to candidates admitted to LLB. The ordinance is subject to change in accordance with the Directives and Regulations issued by the BCI, UGC, and Department of Higher Education of MP, Central Government, M.P.P.U.R.C. and the University from time to time. LLB shall be of three years duration spread over six semesters of approximately six months each. LLB (3 Years Degree Course) shall be whole time (day) Institute and the candidates will be full time regular students.

1. ELIGIBILITY CRITERIA FOR ADMISSION

- a) An Applicant who has graduated in any discipline of knowledge from a university established by an Act of parliament or by a state legislature or an equivalent Institution recognized a Deemed to be University or foreign university recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence may apply for (3YDC) Course leading to conferment of LL.B. degree on successful completion of the regular program conducted by a university whose degree in law is recognized by the BCI for the purpose of enrollment.

Provided that applicants who have obtained 10+2 higher secondary pass certificate or first degree certificate after prosecuting studies in distance or correspondence method shall also be considered as eligible for admission in the three years LL.B. Course.

Explanation: The applicants who have obtained 10+2 or graduation/ Post Graduation through open university system directly without having any qualifying for prosecuting such studies are not eligible for admission in the law course.

- b) The qualifying examination for candidates in law shall have minimum percentage of marks not below 45% of the total marks in case of general category, 42% for OBC category and 40% of the total marks in case of SC/ST applicants to be obtained for the qualifying examination.

- c) The maximum age for seeking admission in to a stream of three year LL.B. (3YDC) courses in law is limited to thirty years with right of the university to give concession of 5 further year for the applicant belonging to SC or ST or any other backward community.
- d) Number of seats may be fixed/ decided by the Bar Council of India time to time.
- e) The Govt. Employees dismissed from Government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will not be eligible for admission.
- f) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled,

2. DURATION OF COURSE

- a) There shall be at least 90 days of teaching in every semester. Bachelor of Law (LLB) is 3 Years Degree course, spread over six semesters of approximately six months each,
- b) A Candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right to continue in the higher semester on the basis of his/her provisional admission.
- c) The maximum duration of the course shall be Five years. However, one mercy attempt can be granted to student by the Vice Chancellor, which should be not more than one year on satisfactory reasons.

- 2.1 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

3. SELECTION PROCEDURE

The admission to the course conducted by UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time,

4. RESERVATION

Reservation to SC/ST/OBC and other shall be as per BCI & MP government reservation policy.

5. FEE STRUCTURE

- a) All the fee categories including program fee and the examination fee shall be determined by the university and reviewed by the MP Private Regulatory Commission from time to time, and shall be payable by the students at the beginning of each semester.
- b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.
- c) A fee, once paid, and if a student has started attending the classes, is not refundable in any case except for the caution money. In some case of genuine hardship, the vice-chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start "of examination.

6. Teaching Schedule and pattern

Teaching schedule and pattern will be as per prescribed by Bar Council of India, & UGC norms.

7. Scheme of examination

Scheme of examination shall be as prescribed by BCI and University from time to time.

8. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/She would allowed to keep the term and would be^ promoted to the next semester or year as per rules. Such a student may appear his back papers with his next Semester/year exams after depositing the required fees for his failed subjects.

9. Examination

9.1 There shall be the following three examinations for the

Degree of Bachelor of law, via:-

- a) LL.B. (Part-1) Examination 1st & 2nd Semester
- b) LL.B. (Part-II) Examination 3rd & 4th Semester
- c) LL.B. (Part-III) Examination 5th & 6th Semester

Attendance

Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, including moot court tutorial and practical training course provided that in exception cases for reasons to be recorded the vice chancellor may condone short of attendance required by the rule.

Rules for promotion to the next semester and higher class of 3 year degree course:

- a) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.
- b) A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that is 50% or more marks.

- b) (i) From odd semesters to even semester

A Candidate who has appeared in the odd semester (theory and practical examination) of any particular year shall be promoted to an even semester of that year i.e. from I to II from III to IV and from V to VI semester) irrespective of failing in any number of theories and practical examination of that semester.

- ii) From even to odd Semester

A candidate shall be entitled to carry a back log of papers for his

promotion from even to odd semester of net academic sessions as under.

- a) A back log of two papers (Theory and practical) for his promotion from second semester of LL.B. 1st year to third semester of LL.B. 2nd Year.
- b) A back log of four papers (theory and Practical) inclusive a back log of two papers of LL.B. 1st Year for his promotion from IVth Semester of LL.B. 2nd year to Vth Semester of LL.B. Third year.
- b) (iii) The examination of odd semester shall be held with the Odd Semester and the examination of even Semester shall take place with the even Semester.
- b) (iv) Subject to the general rule of promotion from odd semester to even semester a candidate shall become ex-student of LL.B. First year LL.B. 2nd year and LL.B. 3rd year as under-
 - Ex student in LL.B. 1st year - If he carries a backlog of three or more papers in 1st and / or IVth Semester of LL.B. 1st year.
 - Ex Student in LL.B. 2nd year If he carries a back log of three or more papers in third and / or forth Semester. of LL.B. Second year.
 - Ex Student in- LL.B. 3rd year - If he carries a backlog of any paper (theory and/or practical) in fifth and six semester of LL.B. Third year.
- b) (v) Attempt for regular and Ex candidate:-

A candidate carrying a backlog of one or two papers in LL.B. first year as a regular candidate of the time of examination of six semester of LL.B. third/final year shall be deemed to be an ex student on and after declaration of his result of the said examination the maximum limit of six year from the date of his/initial/ original admission in First Semester LL.B. First year of any academic year.

A candidate carrying a backlog of four or less than four papers inclusive of a back log of one or two papers of LL.B. first year in LL.B. second year as a regular student of the time of examination of sixth semester of LL.B. third/final year shall also be deemed to be an Ex- student and after declaration of his result of the said examination (till the passes the same within the maximum limit of six years from the date of his initial /original/admission in first semester of LL.B. First year of any academic year.

A Deemed Ex-candidate carrying a backlog of any papers inclusive of backlog of any papers of LL.B. first year and / or LL.B. Second year and/or an ex-candidate carrying a backlog of any papers of LL.B. the papers within the minimum limit of six year from the date of his /her initial/original admission in first semester of LL.B. First year of any academic year If the candidates fails to pass the backlog of papers within six years he/she shall cease to be a deemed ex-student and has to take new admission as a regular candidate of LL.B. First year according to the rules applicable for the time being in force.

A Candidate if fails in aggregate in any semester and carrying any semester by reason (hereof in LL.B. First year, LL.B. Second year and /or LL.B. Third Year or after the declaration of his result of six semester of LL.B. third/ Final year shall also be deemed to be an ex-student he/she shall be entitled to pass the backlog of semester for passing in aggregate within the maximum limit six year from the

date of his initial/original admission. If first semester of year of any academic year if he fails to pass the backlog of the semester by passing in he/she shall cease to be a deemed ex-student and shall be regulated to take new admission as a regular candidate in LL.B. First year according to the rules applicable for the time being in force.

- c) A candidate shall not be permitted to appear/reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.
- d) The subjects and papers for each year of LL.B. shall be prescribed by the Faculty of Law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration.
- e) The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidates for the LL.B. degree will be assigned at the end of Final Year Examination on the basis of the aggregate. The total marks obtained by him at the LL.B. First Year, Second year and Final Year Examination i.e. all Six Semesters as under.
- (f) (i) First Division will be 60 percent or- above of the aggregate marks.
(ii) Second Division will be 50 percent or above (but less than 60 percent of the aggregate marks).
(iii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the LL.B. degree course in First Division with distinction.
- (g) (i) For each paper there shall be lecture classes for at least 6 hours per week. Candidates appearing for the LL.B. Examination shall have the option of answering questions through the medium of Hindi. (Devanagiri Script) or English.
(ii) VC grace mark as per rules can be awarded: (i) 1 marks for division grace (ii) 3 marks for passing aggregate.

Medium of Instruction

The medium of instruction shall be English/Hindi throughout the course of study.

- (b) Subjects to be studied in different semesters of LL.B. (3Years) shall be as per the schemes, approved by Board of Studies of the University with the guidelines prescribed by BCI.

13. CONDITIONS

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and vice, or in the event of differences of interpretation, the Vice-Chancellor is competent to take a decision. The decision of the Vice-Chancellor shall be final.

Established under M.P. Act No. 17 of 2007

Ordinance No. 49

MASTER OF LAW (LL.M.)

(02 Years Course)

This Ordinance shall be applicable to candidates admitted to Master of Law (LL.M.). The ordinance is subject to change in accordance with the Directives and Regulation issue by the UGC, Department of Higher Education of M.P., Central Government, M.P.P.U.R.C. and this University from time to time.

1. PREAMBLE

The LL.M (Master of Law) is an internationally recognized postgraduate law degree. Law student and professionals pursue the LL.M. course to gain expertise in a specialized field of law.

2. DURATION OF COURSE

- (a) There shall be at least 90 days of teaching in every semester.
- (b) Duration: The program for LL.M. Degree shall be two years duration, namely LL.M. (Previous) year (I & II semester) and LL.M. (Final) (III & IV semester).
- (c) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- (d) The maximum duration of the course shall be Three year. However, one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reason.

3. ELIGIBILITY CRITERIA FOR ADMISSION

- (a) Admission to LL.M. program shall be provided as per Ordinance
- (b) The candidates seeking admission to the LL.M. degree must have passed LL.M. degree must have passed LL.B. (3 Y DC or BALLB 5Y DC) Examination of the University or other equivalent examination of any recognized University

The admission shall be made in order of Merit / and as per Government Rules and/ or University Rules applicable to the course.

- (c) Admission to the LL.M. Degree Course of study shall be open to those candidates who has passed the three year LL.B. degree examination of this university or such examination of any other university or institution after Graduation under 10+2+03 pattern, or five year Law degree course under 10+02+05 pattern is recognized by the university as equivalent for the purpose of LL.M. degree course.

The qualifying examination for LL.M. shall have minimum percentage of marks not below than 55% of the total marks in general category and 50% of the total marks in case of SC&ST applicant.

If the university organized test the minimum percentage of marks not below than 50% of the total marks in general category and 45% of the total marks in case of SC&ST applicant.

4. SELECTION PROCEDURE

The admission to the course conducted by UTD shall be through written /oral entrance examination / merit or prescribed/decided by the university from time to time.

5. (1) The University shall decide the number of seats for University Teaching Department of Law with the approval of MPPURC.

(II) Candidates appearing as regular student for any semester examination are required to attend 75% of the lectures in each subject of the course of study including project / dissertation / practical training course provided that in exceptional cases for reasons to be recorded the vice chancellor may condone short of attendance required by the rule.

(III) LL.M. Degree Course is a full time Course. Hence an admitted student to the LL.M. Degree Courses is not permitted to take admission in any degree courses.

(IV) A candidate who wants to appear in LL.M. Final Examination of the University and who has passed LL.M. previous year examination from any other university shall require to clear the remaining papers and group of papers of this university.

(V) In each paper the allocation of the marks shall be 100 marks.

(VI) In order to be successful at semester examination a candidate must secure at least 40% in each paper and 50% of aggregate of grand total.

6. RESERVATION

Reservation to SC/ST and others shall be as per M.P. government reservation policy.

7. FEE STRUCTURE

(a) All the categories including program fee and examination fee and the examination fees shall be determined by the University and reviewed by the MP Private University Regulatory Commission from time to time, and shall be payable by the students at the beginning of each semester.

(b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

8. TEACHING SCHEDULE AND PATTERN

As per prescribed by the /university and UGC norms accordingly.

9. SCHEME OF EXAMINATION

Scheme of examination shall be as prescribed by Apex Body / university from time to time.

10. RULES FOR PROGRAMMING

(a) A backlog of two papers in second semester for his promotion from second semester of LL.M first year to third semester of LL.M. second year.

(b) A backlog of two papers in second semester for his promotion from third semester of LL.M. second year to four semester of LL.M. second year to four semester of LL.M. second year.

(c) The examination of odd semester shall be held with the odd semester and the examination of even semester will take place with the even semester the backlog of the papers shall be completed in the related semester of that year.

(d) A candidate shall be treated as an ex-student in particular semester if the candidate has secured less than 40 marks in one more papers of that semester, if he has failed in aggregate in that semester securing 40 or more marks in all the papers of the concerned semester examination.

(e) The Ex-student shall not be permitted to appear in any semester examination in which he has secured 50 marks or more for any purpose whatever.

(11) Successful examination of the LL.M. part II Third Semester examination shall be placed in a division on the basis of the total marks obtained by them in four semester examination taken together as follow:-

- (a) The subjects and papers for each year of LL.M. shall be prescribed by the Faculty of Law on the recommendation of the Board of studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration.
- (b) The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40 percent mark in each individual paper. Division to successful candidates for the LL.M. degree will be assigned at the end of Final, Year Examination on the basis of the aggregate. The total marks obtained by him at the LL.M. First Year and Second year Examination i.e. all four Semester as under.
- (c) (i) First Division will be 60 percent or above of the aggregate marks.
- (ii) Second Division will be 50 percent or above (but less than percent of the aggregate marks).
- (iii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the LL.M. degree course in First Division with distinction.
- (d) (i) For each paper there shall be lecture classes for at least 6 hours per week. Candidates appearing for the LL.M. Examination shall have the option of answering questions through the medium of Hindi. (Devanagari Script) or English.
- (ii) VC grace mark as per rules can be awarded: (i) 1 marks for division grace (ii) 3 marks for passing aggregate.
- (12) A candidate who has been declared unsuccessful in an examination on his/her option reappeal in subsequent examination as an ex-student without being required to attend regular course of study for the same semester subject to the condition that such a candidate shall abide by and be governed by the provisions of the ordinance rules and regulations applicable time to time.
- (13) Candidate appearing as regular student for any semester examination are required to attend 75% of the lectures delivered that a short fall in attendance up to a maximum of 5% can be condoned by the Vice-Chancellor by the Vice-Chancellor of the University, for satisfactory reasons.
- (14) Medium of Instruction (For Teaching and Examination)
 - (a) The medium of instructing for teaching and examination shall be English / Hindi throughout the course of study.
 - (b) The subjects to be studied in different semester of LL.M. shall be as per the schemes, approved by Board of Studies of the University.
- (15) Notwithstanding, anything stated in this Ordinance, for any unforeseen issue arising, and not covered by this Ordinance, or in the event of differences of Interpretation, the Vice-Chancellor is competent to take a decision. The decision of the Vice-Chancellor shall be final.

Established under M.P. Act No. 17 of 2007

ORDINANCE No.50
MASTER OF SCIENCE IN CYBER LAW AND INFORMATION
SECURITY

PREAMBLE :- The Master of Science in Cyber Law and Information Security (MSc.CLIS) course aims to develop the skills required to address the issues related to cyber space and Information Security on technological grounds and relate these to legal problems. It aims to give a detailed understanding of national and international regulatory paradigms and its relevance with respect to Cyber Law.

1. AIMS AND OBJECTIVE

Objective: Recent advancements in Information Technology have revolutionized almost all the arenas of human endeavor. Cyber world has delimited entire world in the form of a globalized information hub. Consequently information security issues and regulatory mechanism has developed a complex system. Our aim is to understand the dynamics of information security and cyber law matrix, techno-legal professionals with the blended skill of Law and Technology are highly required. This course aims to develop the skills to imbibe the Information Security issues at technological ground and then relate it to complex Cyber World legal problems. It gives a detailed understanding of National and International Regulatory paradigms and its mechanics regarding Cyber Law.

2. NAME OF STATUTORY /REGULATORY BODY :- UGC

- 3. DURATION:** The minimum duration of the Course shall be two years. Each year shall be divided into three Trimesters. The maximum duration of the Course shall be four years.
Maximum Duration :- Four Years

4. ELIGIBILITY CRITERIA

Minimum eligibility for M.Sc-CLIS shall be Graduates in any discipline with working knowledge of computers, from an Indian or foreign University, with minimum 50% marks in aggregate or equivalent grade in the graduate examination. Students whose results are awaited may also apply subject to the condition that by the time of interview for selection, the candidates should be able produce marks sheet of the qualifying examination, along with pass certificate.

5. ADMISSION PROCESS

Candidates will be admitted through 'Personal Interview' to this program based on the above referred eligibility criteria. Personal interview shall be conducted at LNCTU, Bhopal. (As per UGC /Govt . Norms).

6. **FEES:-**The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

7 ATTENDANCE

1. Students securing at least 70% attendance in the aggregate in a Trimester and at least 65% attendance in each subject in the concerned Trimester \Rightarrow Eligible to appear in the End Term Examination in all the subjects of the said Trimester

2. Students securing at least 70% attendance in the aggregate in a Trimester and at least 65% attendance in some subject(s). \Rightarrow Eligible to appear in the End Term Examination in only those subject(s) in which the student has secured at least 65% attendance.

3. Students securing at least 70% attendance in the aggregate in a Trimester but less than 65% attendance in some subject(s) in the concerned Trimester. \Rightarrow Eligible to appear in Repeat Examinations of those subject(s) in which the student has secured less than 65% attendance

8. CANCELLATION OF ADMISSION

All cases regarding reported plagiarism and use of Unfair Means In the examination shall be placed before a Standing Committee on Unfair Means to be constituted by the Director for decision in individual cases, and for recommending penalties, If any.

9. STANDARD OF PASSING / DIVISION

The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction : 70% and above
First Division : 60% and above but less

than 70%	
Second Division	: 50% and above but less than 60%
Pass Division	: 40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates and medals

10. **MODE OF EXAMINATION:-Semesters wise**
COURSE STRUCTURE* This two year course Master of Science in Cyber Law and Information Security is divided in Six Trimesters. Name of the courses are as under:

Trimester I

Paper I: Cyber Jurisprudence and Fundamentals of Information Security
 Paper II: Privacy and Data Protection
 Paper III: Introduction to Hardware, Network, the Internet and Programming
 Paper IV: Cryptography and Cryptographic Protocols

Trimester II

Paper I: Cyber Crimes: Law and Technology-I
 Paper II: Networks and Telecommunication Security
 Paper III Information Security and Compliances (ISO 27000, SOX, HIPAA, GLBA)
 Paper IV: Identity Access Management

Trimester III

Paper I: Cyber Crimes: Law and Technology-II
 Paper II: E-Commerce Security and Legal Issues
 Paper III: Information Security Risk Management
 Paper IV: Web Application and System Development Security

Trimester IV

Paper I: Intellectual Property Rights in Digital Environment-I
 Paper II: Operating System, Database and Infrastructure Security
 Paper III Business Continuity Planning and Disaster Recovery Management
 Paper IV: Security Architecture and Models

Trimester V

Paper I: Intellectual Property Rights in Digital Environment-II
 Paper II: Mobile, Wireless and VoIP Security
 Paper III: Computer Operations Security
 Paper IV: Cloud Computing Security

Trimester VI A.

Paper I: Cyber Forensics, Electronic Evidence and Electronic Discovery
 Paper II: Information Technology Auditing
 B. Dissertation
 Course Structure may be revised as per requirement.

Established under M.P. Act No. 17 of 2007

Ordinance No. 51

(INTERGRATED COURSE)

ORDINANCE FOR BALLB (FIVE YEARS INTERGRATED COURSE)

This Ordinance shall be applicable to candidates admitted to Bachelor of Arts and Bachelor of Laws (B.A.LL.B.) (Integrated Course). The ordinance is subject to change in accordance with the directives and regulation issued by the (BCI), UGC, Department of Higher Education of MP. Central Government, M.P.P.U.R.C. and University from time to time.

1. PREAMBLE

The Degree of Bachelor of law BA.LL.B. Integrated course shall comprise a course of study spread over a period of five academic years and the, Candidates will be full time regular students. Integrated Degree course in Laws means double course the bachelor degree in arts prosecuted simultaneously with the degree course in law(in an integrated manner as designed by the University from time to time for a continuous period of not less than five years. The five year course shall comprise two part i.e. I which will be a two years course programme of pre-law study and part II- which will be a three year programme for professional training in laws.)

2. DURATION OF THE PROGRAMME

- (a) The duration of the programme is 5 academic years which spread over 10 semesters with the University Examination at the End of each Semester. Each Academic Year shall be divided into two semesters. An examination for each of the semester shall be held twice in a year at such places and on such dated as may be fixed by the University.
- (b) A candidate may provisionally continue to attend next higher year/ semester, even if result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right to continue in the higher semester on the basis of his/her provisional admission.

3. ELIGIBILITY CRITERIA FOR ADMISSION

- (a) At the time of joining the course of B.A.LL.B. The person concerned has to pass on examination 10+2 course or equivalent from a

recognized university of India or outside or from a senior secondary board or equivalent, constituted or recognized by the union or by state government institution from a foreign country or recognized by the government of that country for the purpose of issue of qualifying certificate in successful completion of the course, may apply for and be admitted in to the program of the university to obtain the integrated degree in Law with a degree in any other subject as the first degree from the university whose such a degree in law is recognized by the Bar Council of India for the purpose of enrollment.

Provided that applicants who have obtained 10+2 Higher Secondary pass certificate or First Degree certificate after prosecuting studies in distance or correspondence method shall also be considered as eligible for admission in the integrated five tears course.

Explanation: The applicants who have obtained 10+2 or graduation / Post Graduation through open university system directly without having any qualifying prosecuting such studies are not eligible for admission in the law course.

- (b) As per stipulation of the Bar Council of India the minimum percentage of marks not below 45% of the total marks in case of general category applicants, 42% for OBC category and 40% of the total marks in case of SC/ST applicants, to be obtained in the qualifying examination, such as 10+2 examination in case of Integrated Five Year B.A.LL.B. Course.
- (c) The maximum age for seeking admission into a stream of Integrated Bachelor of law degree program is limited to 20 Twenty years is case of general category of applicants and 22 (Twenty twp) years in case of applicants from SC/ST and other background communities.
- (d) The Eligibility for admission to the first year of B.A.LL.B. Bachelor course shall be as prescribed by the bar council of India (BCI).
- (e) Number of seats may be fixed/decided by the Bar Council of India time to time.
- (f) The Government employees dismissed from government service on disciplinary grounds and those who are known

to have been involved in acts of crime and of gross indiscipline or misbehavior will be not be eligible for admission.

- (g) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidates by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled.

4. ELIGIBILITY FOR THE DEGREE

- (a) A Candidate shall be eligible for the degree of Bachelor of Law (BALLB) when he has undergone the prescribed course of study for a period of not less than five years in the university and has passed the requisite examination in all the subjects.
- (b) The students, successful completing first three years of BALLB will awarded BA (LAW) degree approval by the university this degree will be equivalent to other graduation degree of the university such degree shall not entitle the student to enroll as an advocate.

5. SELECTION PROCEDURE

The admission to the course conducted by the university shall be through written / oral entrance examination or as prescribed by the university from time to time.

6. RESERVATION

Reservation to SC/ST/OBC and other shall be as per M.P. government reservation policy.

7. FEE STRUCTURE

FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time, subject to the approval of the regulatory body/MP regulatory Commission

8. Teaching Schedule and pattern decide bt the university As per BCI/UGC Norms accordingly.

9. SCHEME OF EXAMINATION

Scheme of examination shall be as prescribed by BCI and the University from time to time.

10. SCHEME OF EXAMINATION

If an examination fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (S), he /she would be allowed to keep the term and would be promoted to the next semester of year as per rules. Such a student may appear his back papers with his next semester / year exams after deposition the required fees for his failed subjects.

11. ATTENDANCE

Candidates appearing as regular students for any semester examination are required to attend 75% of the lecture delivered and the practical classes held separately in each subject of the course of study including moot court tutorial and practical training course provided that in exception cases for reasons to be recorded the vice chancellor may condone short of attendance required by the rule.

12. RULE FOR PROMOTION TO THE NEXT SEMESTER AND HIGHER CLASS OF B.A.LLB (5Y DC)

- (a) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination.
- (b) A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully cleared the first and second semester examinations.
- (c) A candidate shall not be admitted in to seventh or higher semester classes unless he/she fully cleared the third and fourth semester examinations.
- (d) A candidate shall not be admitted in the ninth or higher semester classes unless he/she fully cleared the fifth and sixth semester examinations.
- (e) No candidate shall be declared to have cleared the final BALLB examination unless he/she has cleared the previous semester. The result of the candidate who have cleared the tenth and final BALLB semester but not previous semester shall be withheld. He/she shall be deemed to have passed the final BALLB examination in the year in which he/she fully clears all the previous semester examination.
- (f) The examination of the odd semester shall be held with the odd semester and the examination of even semester.
- (g) A candidate shall not be permitted to appear/reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.
- (h) The subjects and papers for each year of BALLB shall be prescribed by the faculty of law on the recommendation of Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration. In each theory paper the allocation of marks shall be 80% on external assessment (Theory paper) and 20% on internal assessment. The Internal assessment for each subject

shall be based on activities scheduled by the department such as presentation group discussion moot court, mock trial etc along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.

- (i) (l) The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidate for the BALLB degree will be assigned at the end of final year examination on the basis of the aggregate. The total marks obtained by him at the BALLB first to final year examination i.e. all ten semesters as under.
- (2) The maximum duration of the course shall be seven years. However, one mercy attempt can be granted to student by the Vice Chancellor, which should be not more than one year on satisfactory reasons.
- (j) (i) First Division will be 60 percent or above of the aggregate marks.
- (ii) Second Division will be 50 percent or above (but less than 60 percent of the aggregate marks).
- (iii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the BALLB degree course in first division with distinction.
- (k) (i) For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the BALLB examination shall have the option of answering questions though the medium of Hindi, (Devnagri Script) or English.
- (ii) VC grace mark as per rules can be awarded: (1) marks for division grace (ii) 3 marks for passing aggregate.
- (13) **COURSE COMPONENT FOR BALLB INTEGRATED FIVE YEAR COURSE**
In BALLB one major subject with two minor, besides, English is compulsory subject. Student are expected to learn at least one foreign or India Language. These shall be 6 papers in major and three papers each in minor and in language. The University follow the curriculum Development committee report of UGC in designing the course and stipulate the standard.
- (14) **MEDIUM OF INSTRUCTION (FOR TEACHING AND EXAMINATION)**
 - (a) The medium of instruction for teaching and examination shall be English, Hindi, throughout the course of study.
 - (b) The subjects to be studied in different semester of B.A.LL.B. Shall be as per the schemes, approved by Board of Studies of the University.
- (15) Notwithstanding anything stated in this ordinance, for any unforeseen issue arising, and not covered by this ordinance, or in the event of difference of interpretation, the Vice-Chancellor is competent to take a decision. The decision of the Vice Chancellor shall be final.

Established under M.P Act No. 17 of 2007

ORDINANCE NO-52

Bachelor of Business Administration (BBA)

1. COURSES & FACULTY

1.1 This Ordinance shall be applicable to all three years Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Business Administration (BBA).

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be offered under this ordinance on the recommended of the Board, of Studles

1.2 The ordinance shall be applicable to all the University Teaching Departments/ institutes Schools of this University

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

5 ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 BBA : Passed (10+2) Exam with any subject.

5.3 Candidates appearing for the 12th Examination and awaiting for their/results can apply. They will have to provide proof of passing the examination within 30 days/of admission.

5.4 Eligibility for new programs under this ordinance shall be defined by the University.

3. ADMISSION PROCEDURE

Admission under these Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's Website/Notice Board of the University and in other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University /University's Website /or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent/guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number. Will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University. Shall be applicable for all admissions from time to time

COURSE STRUCTURE

7.1 The undergraduate course in semester system shall consist of

7.1.1 Such courses; (Papers) as prescribed by the University

7.1.2 Such Job Internship lab Work, Practical, in Plant Training Projects, etc. as may be prescribed by the University

7.1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studies may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects in a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University above shall not be applicable to the Private/ Ex candidates,

9.2 Each student, shall have to appear in-the examination of Theory/ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University

9.2.1 50% marks of each paper will, be- earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at last D' Grade In university examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared

9.2.4 There, will.be an external examiner to evaluate/the project report. The minimum passing marks for project work will be 'B' Grade.

10. Promotion::to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examination in between the semester .exam

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations .of the semester he./ she appeared is over. However:: his / her eligibility shall be evaluated only after the results of semesters are declared at which he /she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.

10.3.2 A Candidate will be admitted in odd semester (3rd ,5th with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/ she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided father that if a candidate fails in more than one paper in any semester examination of the same semester

10.3.5 Provided further ,that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld A. candidate will be awarded degree only in the year when he /she clears the paper of earlier semester .In such situation ,mark sheet sheet for each semester will be separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11, AWARD OF CREDITS AND GRADES

One hour of conduct in Lecturer (L)/Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schedules.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from out side the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.6.4 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NQ_j}{\sum_{j=1}^m NQ_j}$$

where NQ is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
$7.5 \leq CGPA$	First Division With
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	II Division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA_{\text{Obtained}} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however, on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 53

Master of Business Administration

1. COURSE & FACULTY

1.1 This ordinance shall be applicable to all to years (four semesters) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Business Administration (M.B.A.).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

1.3 NAME OF STATUTORY /REGULATORY BODY:- UGC .

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 M.B.A : Bachelor Degree (Hons./Pass) from any recognized University in any discipline (such as Commerce, Arts, Science, Engineering, Management, etc.

5.1.2 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying examination are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed

6.4.3 The application form is not signed by the candidate and his/her parent/guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.

6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

- 7.1** The Post Graduate course in semester system shall consist of:
- 7.1.1** Such courses (Papers) as prescribed by the University.
 - 7.1.2** Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.
 - 7.1.3** Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1** The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

- 9.1** No candidate shall be allowed to take the term end semester Examination unless one has:
- 9.1.1** Attended at least 75% of lectures/ Practical delivered.
 - 9.1.2** Paid all the fess due.
 - 9.1.3** Obtained "No Dues" Certificate from the concerned Department / College.
 - 9.1.4** Submitted the job internship Certificate/ Project Report, as notified by the University.
 - 9.1.5** Received in plant/ Practical training as prescribed by the University.
Clause (9.1) above shall not be applicable to the Private /Ex candidates.
- 9.2** Each student shall have to appear in the Examination of Theory/ Practical and Condil nous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 9.2.1** 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.
 - 9.2.2** Main examination will be carry 50% marks.
 - 9.2.3** for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and internal assessment In each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.
- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

- 11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.
- 11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)
- 11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.
- 11.3 Practical Training and Project work shall be treated as Practical Subjects.
- 11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.
- 11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.
- 11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the for years as per followings details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division With honours
$7.5 \leq CGPA < 7.5$	First Division
$7.5 \leq CGPA < 6.5$	II nd division
$CGPA < 5.0$	Fail

- 13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

- 14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

- 15.1 University examination centers will be notified by the university.

16. GENERAL

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

ORDINANCE No. 54

MASTER OF APPLIED MANAGEMENT (MAM)

1.0 The Five years (Ten Semesters Dual Degree Programme) shall be in Applied Management. This course is Master of Applied Management (MAM)

1.1 The studies and examinations of these Dual Degree programs (DDP) shall be on the basis of Marks-Cum-credit system but semester wise and final evaluation shall be by grading system.

1.2 Master of Applied Management, Shall be awarded on completion of following:

Credits in 1st to 8th semester and 06 months internship in the 9th semester & 06 months dissertation work (DW) /Project in 10th semester.

1.3 The maximum duration of the programme shall be eight years.

2.0 ADMISSIONS

2.1 Minimum qualification for admission to the first year of Dual Degree programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme of the M.P. Board of Secondary Education or equivalent securing at least 45% of aggregate marks (also securing pass marks/grade in all subjects individually, 5% will be relaxed for SC/ST /Other categories) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per decided by Board of Management of University

2.2 The admission to MAM Dual Degree Programme shall be governed by the rules of the technical education and training department government of Madhya Pradesh Bhopal and/or any other competent authority of the state government of Madhya Pradesh.

2.3 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

2.4 Transfer of candidates from other programme/courses/places shall not be permitted in the programme.

- 2.5 A Candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take re-admission the course.

FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

3.0 Examinations

- 3.1 The subjects to be studied in different semesters of Dual Degree programme shall be as per the schemes and syllabi, approved by the respective Board of Studies.

- 3.2 There shall be one University examination at the end of each semester. These examinations will be designated as follows:

- | | | | |
|-------------------------|-----|-----|-----------|
| a) During first year: | DDP | I | Semester, |
| DDP II semester. | | | |
| b) During second year: | DDP | III | semester, |
| DDP IV semester. | | | |
| c) During third year: | DDP | V | semester, |
| DDP VI semester. | | | |
| d) During fourth year : | DDP | VII | semester, |
| DDP VIII semester. | | | |
| e) During fifth year: | DDP | IX | semester, |
| DDP X semester. | | | |

- 3.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects.

- 3.4 (a) Each candidates of this Dual Degree programme shall have to undertake a dissertation work (DW)/Project/Case study. The topic of the dissertation work (DW)/Project/Case study shall be allotted at the end of the ninth semester examination. Candidate has to pursue Project/Case study only after the completion of internship. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the MAM department of the Institute.

- (b) The topic of DW/Project/Case Study once decided shall not be changed.

- (c) There will be 06 months internship in 9th semester.

4.0 PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the DDP programme will be promoted to the higher class in accordance with the following rules:

- 4.1** For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.
- 4.2** To pass a particular subject of the programme the minimum required grade is D. however, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examination at least one external examiner from outside the institute shall always be there.
- 4.3** A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 4.4** The result of final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 4.5** If a candidate has passed all the subjects of the programme in 10th semester. But has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 4.6** Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.

5.0 AWARD OF CREDITS AND GRADES

- 5.1** Each Programme, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of studies and shall be approved by the standing committee of Academic Council

/ Academic Council and the Executive Council. Only approved programmes can be offered during any semester.

5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, internship, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council / Academic Council and executive Council of the University.

5.3 The distribution of weightage / marks for each component shall be decided by the respective of Board of Study and approved by standing committee of Academic Council and Executive Council of the of the University subject to such stipulation as given under:

(a) Theory Block

I.	Quizzes, assignments and regularity	10%
II.	Mid – semester test	20%
III.	End – semester examination	70%
	Total	100%

(b) Practical Block

- i. Lab work and performance, Internship, quiz, assignments and regularity- 40%**
- ii. End - semester examination -60%**

Total 100%

5.4 Practical training / Internship and project work shall be treated as practical subjects. Assignments, quizzes, laboratory work, internship, class work, mid semester test and regularity.

The grades to be used and their numerical equivalents are as under:

Grade	% Marks range (Based On absolute marks system)	Credit Point	Description of performance
A+	90-100	10	Outstanding
A	80-90	9	Excellent
B+	70-80	8	Very Good
B	60-70	7	Good
C+	50-60	6	Average
C	40-50	5	Satisfactory
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

5.5 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under :-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where c_i is the number of credits offered in the i th subject of a semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the i th subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j th semester, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, m$, are the number of semester in that course.

5.6 A candidate on successful completion of the first Six semester with minimum CGPA of 5.0, shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) Or A candidate on successful completion of the first Eight semesters with minimum CGPA of 5.0 shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) with honours.

5.7 A candidate who possesses a Bachelor Degree of Business Administration (BBA) of the university shall be eligible for admission to the seventh semester or A candidate who possesses a Bachelor Degree of Business Administration (BBA) Honours of the university shall be eligible for admission to the Ninth semester for the purpose of completing the course, leading to the Master's Degree in Applied Management within maximum duration of this course as per Para 8.4 of this Ordinance, provided that immediately after the declaration of the results of the final semester examinations and before conferment of the Degree of Master of Applied Management the candidate shall surrender to the university the Bachelor Degree of Business Administration (BBA) Degree of Business Administration (BBA) honours.

6.0 CONDONATION OF DEFICIENCY

6.1 One grace mark will be given to the candidate who is failing/ missing first division by one mark, on behalf of the Vice – Chancellor in the Dual Degree programme examination.

7.0 AWARD OF DIVISION

7.1 Division shall be awarded only after the tenth and final semester examination based on integrated performance of the candidate for all the years as per following details.

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored = CGPA Obtained x 10

8.0 DURATION OF PROGRAMME

8.1 There shall be at least fourteen weeks of teaching every semester

8.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

8.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

8.4 The maximum duration of the programme shall be eight years. However, for one mercy attempt Ordinance for "Examination General" shall be applicable.

9.0 MERIT LIST

9.1 Final merit list of first three (3) candidates in the order of merit shall be declared by the University only after the main examination of the final semester for DDP programme, on the basis of the integrated performance of all the semester. The merit list shall include the first three candidates securing at least first division and passing all semesters in single attempts.

CGPA Score Divisions

7.5 5 CGPA	First Division with Honors
6.5 s CGPA < 7.5	First Division
5.0 CGPA < 6.5	Second Division

10.0 ATTENDANCE

10.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the programme of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Head of the department of and Vice- Chancellor of the University, respectively for satisfactory reasons.

11.0 MEDIUM OF INSTRUCTION

11.1 The medium of instruction and examination shall be English throughout the programme of study.

12.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice- Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/Institution/Schools. The decision of the Vice-Chancellor shall be final.

Established under M.P., Act NO. 17 of 2007

ORDINANCE NO -55

B.Com Bachelor of Commerce

1. COURSES & FACULTY

1.1 This Ordinance shall be applicable to all three year s Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Commerce (B.Com)

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be offered under this ordinance on the recommended of the Board, of Studies

1.2 The ordinance shall be applicable to all the University Teaching Departments /institutes/Schools of this University

1.3 NAME OF STATUTORY /REGULATORY BODY:- UGC

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE &FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

5. ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 B.Com Passed (10+2) Exam with Commerce/Science.

5.3 Candidates appearing for the 12th Examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

5.4 Eligibility for new programs under this ordinance: shall be defined by the University.

6. ADMISSION PROCEDURE

Admission under these. Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's Website/Notice Board of the University and in other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit Will be displayed on the Notice Board of the University /University's Website /or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam: are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent/guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number. will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University. shall be applicable for all admissions from time to time

7. Course Structure

7.1 The undergraduate course in. semester system shall consist of

7.1.1 Such .courses; (Papers) as prescribed by the University

7.1.2 Such Job Internship lab Work, Practical, In Plant Training Projects, etc. as may Be prescribed by the University

7,1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studies may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects in a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 .Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instructions and Examinations

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University Clause (9.;i) above shall not be applicable to the Private/ Ex candidates,

9.2 Each student, shall have to appear in-the examination: of Theory./ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in. the manner prescribed from time to time by the University

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9.2.1 50% marks of each paper will, be- earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 .Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at last D' Grade in university examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There, will.be an external examiner to .evaluate/the project report. The minimum passing marks for project work will be 'B' Grade.

10. Promotion::to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examination in between the semester .exam

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations .of the semester he./ she appeared js over. However;; his / her eligibiliity shall be evaluated only after the results of semesters are declared at which he /she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission In the II Semester.

10.3.2 A Candidate will be admitted in odd semester (3rd ,5th) with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/ she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided father that if a candidate fails in more than one paper in any semester examination of the same semester .

10.3.5 Provided further ,that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld A. candidate will be awarded degree only in the year when he /she clears the paper of earlier semester .In such situation ,mark sheet sheet for each semester will be separately up to Fifth semester and a composite mark sheet will be issued In the Sixth semester once the candidate clears all the papers.

, Award of Credits and Grades

One hour of conduct in Lecturer (L)/Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPAJ required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from out side the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, In the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.6.4 The Semester Grade Points Average (SGPA) and Cumulative

Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated, P, is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

where NC is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
$7.5 \leq CGPA$	First Division With
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	II Division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA^{\text{Obtained}} \times 100}{10}$$

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however, on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination .

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 56

Master of Commerce (M.Com)

1. COURSE & FACULTY

1.1 this ordinance shall be applicable to all to years (four semester) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Commerce (M.Com.).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 the intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of manage subject to the approval of regulatory body, if any.

4. Academic year :

- 4.1** There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1** Candidates seeking admission t these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 M.Com: Bachelor of Commerce Degree (Hons. / Pass) from any recognized University.

5.1.3 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.5.4 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1** The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and In other publicity media before the start of every cycle.
- 6.2** List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.
- 6.3** The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4** The application form may be rejected due to any of the following reasons:
- 6.4.1** The candidate does not fulfill the eligibility conditions.
- 6.4.2** The prescribed fees are not enclosed
- 6.4.3** The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.4.4** Supporting documents for admission are not enclosed.

- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure

- 7.1 The Post Graduate course in semester system shall consist of:
- 7.1.1 Such courses (Papers) as prescribed by the University.
- 7.1.2 Such job internship, job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University and.
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1 The medium of instructions and examination shall be either Hindi or English.

9. Examination Scheme

- 9.1 No candidate shall be allowed to take the term end semester Examination unless one has:
- 9.1.1 Attended at least 75% of lectures/ Practical delivered.
- 9.1.2 Paid all the fees due.
- 9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.
- 9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.
- 9.1.5 Received In plant/ Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private /Ex candidates.
- 9.2 Each student shall have to appear in the Examination of Theory/ Practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.
- 9.2.2 Main examination will carry 50% marks.
- 9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in

university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that If a candidate fails In more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.

10.5 provided further that if a candidate fails In some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only In the year when he/she clears the papers of earlier semesters In such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, and class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail

I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^n C_i \cdot P_i}{\sum_{i=1}^n C_i}$$

$$\sum_{i=1}^n C_i$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m \text{SGP}_j \cdot \text{NC}_j$$

$$\text{CGPA} = \frac{\sum_{j=1}^m \text{SGP}_j \cdot \text{NC}_j}{\sum_{j=1}^m \text{NC}_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SGP_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With honours
$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	II nd division
$\text{CGPA} < 5.0$	Fall

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

Established Under M.P. Act No.17 of 2007

ORDINANCE No. 57

**BACHELOR OF HOTEL MANAGEMENT AND CATERING
TECHNOLOGY(BHMCT)**

1.0 Aims, Objectives and Framework of the curriculum of BHMCT programme are as follows --

- 1. The basic objective of the BHMCT programme is to provide to the hospitality industry a steady stream of competent young men and women with the necessary knowledge, skills, values and attitudes to occupy key operational positions.**
- 2. The course structure of the given BHMCT programme is designed keeping in view the basic objective stated above. Consequently certain essential features of such model programme structures would be**
 - a. To impart to the students latest and relevant knowledge from the field of hotel management theory and practice.**
 - b. To provide opportunities to the students. Within and outside the institutions, for developing necessary operating skills relating to the Hotel Industry.**
 - c. To develop the right kind of values and attitudes to function effectively in the hospitality trade.**
- 3. The following considerations have been taken into account:**
 - a. The knowledge inputs and opportunities for skill development have been offered in an evenly distributed and logically sequenced manner.**
 - b. The design is simple and logical.**
 - c. There is a major focus of attention on specialization in the final year.**
- 4. The relative importance of skills development and attitudinal orientation in management education suggests that an Institution offering BHMCT Programme should have some freedom on course development in choosing methods of instruction, and internal assessment within a broad framework of objectives and curriculum structure.**
- 5. It is suggested that a minimum weightage of 30 percent be given to internal continuous and sessional assessment, consisting of tasks like class room exercises, texts, seminars, presentations, quizzers, group tasks, unit tests etc. The external semester end University examination should have a maximum weightage of 90 percent.**
- 6. It is suggested that a full time four-year programme in hotel management may have 8 semesters.**

2.0 NAME OF STATUTORY / REGULATORY BODY:- AICTE / UGC/ Directorate of technical education MP/ MP UNIVERSITY REGULATORY COMMISSION.

3.0 DURATION OF THE COURSES: FOUR YEARS

3.1 Duration of the courses leading to the degree of Bachelor of hotel management and catering technology (BHMCT) shall be of four academic years, spread-over eight semesters i.e., two semesters in each academic year: July to December & January to June, respectively.

3.2 Maximum duration to complete the course shall be 8 year.

4.0 ELIGIBILITY FOR ADMISSION:-

10+2 or equivalent qualification, pass with at least 45% of marks; relaxation for SC/ST/OBC Candidate as per Policy of Govt of MP

5.0 ADMISSION PROCESSES :-

5.1 Admission to BHMCT Course shall be based on the merit of the Entrar in qualifying exams.

5.2 Counseling: List of candidates shall be displayed on the official website of the University, along with time, date and place of counseling. The candidates, short listed for counseling are informed through counseling letters.

5.3 If any eventuality, if entrance test is not conducted for some reasons, the admissions shall be on the basis of the performance of the candidates in their qualifying examination (i.e. marks obtained in 10+2 or equivalent) examination.

The reservation rules are followed as per Norms of the Government .

6.0 CANCELLATION OF ADMISSION

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

7.0 FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

8.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

8.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

8.1.1 Theory: Two sessional examinations shall be held during the semester for each theory paper

8.1.2 Practical: Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

8.2 SEMESTER / UNIVERSITY EXAMINATION

8.2.1 There shall be one semester examination (theory & practical) at the end of each semester.

8.2.2 There will be no supplementary examination.

8.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration.

8.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

8.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration and shall contain 3 exercises as below-

- i. Practical Assignment and Demonstration
- ii. Journal
- iii. Viva voce

8.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules:

8.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management institute not affiliated with LNCT University can be appointed as Practical examiner.

8.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management institute conducting BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

8.4

CRITERIA FOR PASSING

In each subject/head (theory and practical);

- 8.4.1 Minimum 50% in sessional and semester examination taken together.
- 8.4.2 Each theory paper and practical will be treated as separate subject/head for passing.
- 8.4.3 A candidate who has been admitted in DFBO Ist semester will be promoted to the higher class in accordance with the following sub-rule:
 - a. A candidate shall not be promoted to the second semester if he/she carries a backlog of more than five papers/subjects.
- 8.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks/merit.
- 8.4.5 No candidate will be awarded diploma in Food & Beverage Operations unless he/she has passed both the two semester examinations. If any previous semester's, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

8.5 PROFESSIONAL TRAINING

- 8.5.1 A candidate shall have to undergo Professional Training in a Hotel/ Hospitality organization after the examination of the Ist semester for a period of at least four weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.
- 8.5.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of:
 - a. Chairman – The Head/Principal of the institute.
 - b. The external examiner.
 - c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

8.6 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:

- 8.6.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practicals.
- 8.6.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice-Chancellor in the DFBO examination.

8.6.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

8.7 REVALUATION / RE-TOTALING

Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded.

8.8 STANDARD OF PASSING / DIVISION

8.8.1 The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less 70%
Second Division :	50% and above but less 60%
Pass Division :	40% and above but less 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

8.8.2 – Merit list Provision-- The merit shall be declared by the University after the semester examination of the 8th semester of BHMCT on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

9.0 ATTENDANCE

Student should not have attended less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Vice Chancellor of the University.

A further condonation of 5% in attendance may be allowed severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students

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SITY

10.0 SCHEME OF EXAMINATION: SEMESTER WISE (To be decided by Board of Studies and academic council of LNCT university .

11.0 INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

- 12.0 RESERVATION; Reservation shall be applicable as per norms of the Government.

13.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'. The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

- 14.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

Established Under M.P. Act No.17 of 2007

ORDINANCE No. 58

**BACHELOR OF BUSINESS ADMINISTRATION-HOTEL MANAGEMENT
(BBAHM)
3 YEAR DEGREE COURSE**

1.0 AIMS & OBJECTIVES

- 1.1 To impart professional skills and knowledge in operational areas of Hospitality and Tourism Industry.
- 1.2 To acquaint students with the other areas (Non – Operational / Administrative) of Hospitality and Tourism Industry.
- 1.3 To prepare young aspirants for managerial tasks and responsibilities in Hospitality and Tourism Industry or to prepare the young aspirants to start their own Hospitality and Tourism enterprise.

2.0 COURSE STRUCTURE

The degree in Hotel Management of 3 year (6 semesters) course hereinafter called 3 Year Degree Course shall be designated as Bachelor of Business Administration-Hotel Management in short BBAHM.

- 1 The duration of BBAHM course shall extend over a period of three years consisting of six semesters named below-

1ST YEAR

- i. BBAHM 1st Semester.
- ii. BBAHM 2nd Semester.

2ND YEAR

- iii. BBAHM 3rd Semester.
- iv. BBAHM 4th Semester.

3RD YEAR

- v. BBAHM 5th Semester.
- vi. BBAHM 6th Semester.

- 2.2 Each semester shall be spread over for not less than sixteen weeks.

- 2.3 The student is required to complete the course in the maximum duration of 6 years.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 3.1 The minimum qualification for admission to first semester of BBAHM 3 years (6 semesters) course shall be the passing of 10+2 examination or any other equivalent examination in any stream through a recognized board with 45% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.
- 3.2 Selection Criteria: The admission in BBAHM 1st semester shall be done either on the basis of merit of the qualifying examination or a common entrance test conducted by the University or any designated agency.

4.0 COMMENCEMENT OF COURSE

- 4.1 BBAHM 1st, 3rd and 5th semesters shall commence during July every year while BBAHM 2nd, 4th and 6th semesters shall commence January every year.
- 4.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.
- 4.3 The subjects to be studied in different semesters of BHTM shall be as per the schemes given in subsequent sections.

5.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment of academic growth of the student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of the semester). The medium of instruction and examination shall be English throughout the course of study.

5.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

- 5.1.1 Theory: Two sessional examinations shall be held during the semester for each theory paper.
- 5.1.3 Practical: Marks shall be awarded on the basis of the assigned practicals performed by the students for the respective subjects conducted in the laboratory and result of the practical assignment, day-to-day completion of the records and viva-voce.

5.2 SEMESTER / UNIVERSITY EXAMINATION

- 5.2.1 There shall be one semester examination (theory & practical) at the end of each semester as per the scheme of the course/examination given in section 8. These examinations will be designated as follows:-
- During first year: BBAHM 1st semester, BBAHM 2nd semester.
 - During second year: BBAHM 3rd semester, BBAHM 4th semester.
 - During third year: BBAHM 5th semester, BBAHM 6th semester.
- 5.2.2 There will be no supplementary examination.

- 5.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration.
- 5.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.
- 5.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration and shall contain 3 exercises as below-
- Practical Assignment and Demonstration.
 - Journal.
 - Viva voce.

5.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following Rules:-

- 5.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in a Hotel Management institute.
- 5.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management institute conducting BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

5.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

- 5.4.1 Minimum 50% in sessional and semester examination taken together.
- 5.4.2 Each theory paper and practical will be treated as separate subject/head for passing.
- 5.4.3 A candidate who has been admitted in BBAHM 1st semester will be promoted to the higher class in accordance with the following sub-rules:
- A candidate shall not be promoted to the third semester/higher semester if he/she carries a backlog of more than five papers/subjects.
 - A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed/cleared the first and second semester examinations. Likewise candidates shall not be admitted in sixth semester classes unless he/she has fully passed/cleared the first four semester examinations.

5.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks/merit.

5.4.5 No candidate will be awarded degree BBAHM unless he/she has passed all the six semester examinations. If any previous semesters, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

5.5 DIVISION AND MERIT LIST

The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less 70%
Second Division :	50% and above but less 60%
Pass Division :	40% and above but less 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

Merit list Provision-- The merit shall be declared by the University after the semester examination of the 6th semester of BBAHM on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

5.6 PROJECT WORK

For BBAHM 6th semester students a project work shall be compulsory. The project shall be undertaken in any of the Hospitality Areas. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

5.7 PROFESSIONAL TRAINING

5.7.1 A candidate shall have to undergo Professional Training in a Hotel/ Hospitality organization during the 4th semester for a period of at least 12 weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

5.7.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of:

c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

5.8 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:

- 5.8.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practical.
- 5.8.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice-Chancellor in the BBAHM examination.
- 5.8.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

5.9 ATTENDANCE

- 5.9.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.
- 5.9.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

6.0 REVALUATION / RE-TOTALING

Revaluation and re-totalling of marks is permitted for theory papers only. The University on application within the stipulated time and remittance of a prescribed fee shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totalling will be the final marks awarded.

7.0 FEES -- FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / MP regulatory commission .

8. INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

9.0 RESERVATION; Reservation shall be applicable as per norms of the Government.

10.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'¹. The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

employment opportunities for the incumbent students.

11.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

12.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if:

He/She is not found qualified as per Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

He/She is not able to complete the course within the stipulated time.

OR

He/She is found involved in serious breach of discipline in the institution or in the University campus.

13.0 SCHEME OF COURSE / EXAMINATION

Course of Study and Scheme of Examination BBAHM

1st SEM

Code	Subject	Theory Hours	Practical Hours	Assessment Scheme			
				Internal	Sem-End (Th)	Sem-End (Pract)	Total
BBAHM	Food Production & Patisserie-I	4	6	60	70	70	200
BBAHM	Food & Beverage Service-I	4	6	60	70	70	200
BBAHM	Front Office -I	4	6	60	70	70	200
BBAHM	Hotel Housekeeping-I	4	6	60	70	70	200
BBAHM	Accounts-I	2	-	50	50	-	100
BBAHM	Nutrition	2	-	50	50	-	100
BBAHM	Hospitality & Tourism Products & Services	2	-	50	50	-	100

BBAHM	French for Hotel & Tourism (optional)	2	-	50	50	-	100
	Total	24	24				1200

Note: 1200 for 8 subjects & 1150 for 7 subjects, French being optional subject

2nd SEM

Code	Subject	Theory Hours	Practical Hours	Assessment Scheme			
				Internal	Sem-End (Th)	Sem-End (Pract)	Total
BBAHM	Food Production & Patisserie-II	4	6	60	70	70	200
BBAHM	Food & Beverage Service-II	4	6	60	70	70	200
BBAHM	Front Office -II	4	6	60	70	70	200
BBAHM	Hotel Housekeeping-II	4	6	60	70	70	200
BBAHM	Accounts-II	2	-	50	50	-	100
BBAHM	French for Hotel & Tourism (optional)	2	-	50	50	-	100
BBAHM	Principles of Management	2	-	50	50	-	100
BBAHM	Tourism & Economics	2	-	50	50	-	100
	Total	24	24				1200

Note: 1200 for 8 subjects & 1150 for 7 subjects, French being optional subject

3rd SEM

Code	Subject	Theory Hours	Practical Hours	Assessment Scheme			
				Internal	Sem-End (Th)	Sem-End (Pract)	Total
BBAHM	Food Production & Patisserie-III	4	6	60	70	70	200
BBAHM	Food & Beverage Service-III	4	6	60	70	70	200
BBAHM	Front Office -III	4	6	60	70	70	200
BBAHM	Hotel Housekeeping-III	4	6	60	70	70	200
BBAHM	French for Hotel & Tourism (optional)	2	-	50	50	-	100
BBAHM	Hotel Engineering & Maintenance	2	-	50	50	-	100
BBAHM	Computer Application	2	2	50	50	50	150
BBAHM	Hospitality & Tourism Operations-I	2	-	50	50	-	100
	Total	24	26				1250

Note: 1250 for 8 subjects & 1200 for 7 subjects, French being optional subject

4th SEM

INDUSTRIAL TRAINING :-To be decided by Board of studies and academic council of LNCT University.

5th SEM

Code	Subject	Theory Hours	Practical Hours	Assessment Scheme			
				Internal	Sem-End (Th)	Sem-End (Pract)	Total
BBAHM	Food & Beverage Operations & Management-I (Elective Course)	4	6	60	70	70	200
BBAHM	Accommodation Operations & Management-I (Elective Course)	4	6	60	70	70	200
BBAHM	Hospitality & Tourism Marketing	2	-	50	50	-	100
BBAHM	Hospitality & Tourism Laws	2	-	50	50	-	100
BBAHM	Events Management	2	-	50	50	-	100
BBAHM	French for Hotel & Tourism Industry (optional)	2	-	50	50	-	100
BBAHM	Utility Management in Hotel & Tourism Industry	2	-	50	50	-	100
BBAHM	Managerial Communication & Decision Making Skills	2	-	50	50	-	100
	Total	20	12				1000

Note: 1000 for 8 subjects & 900 for 6 subjects, French being optional subject and choice of subject with only 1 elective course.

6th SEM

Code	Subject	Theory Hours	Practical Hours	Assessment Scheme			
				Internal	Sem-End (Th)	Sem-End (Pract)	Total
BBAHM	Food & Beverage Operations & Management-II (Continuity of Elective Course)	4	6	60	70	70	200

BBAHM	Accommodation Operations & Management-II (Continuity of Elective Course)	4	6	60	70	70	200
BBAHM	Finance Management	2	-	50	50	-	100
BBAHM	Human Resource Development in Hospitality Industry	2	-	50	50	-	100
BBAHM	Project Work	-	-	100	-	-	100
BBAHM	Entrepreneurship	2	-	50	50	-	100
	Total	14	12				800

Note: 800 for 6 subjects & 750 for 5 subjects with 1 elective course

Duration of theory paper – three hours

Minimum Pass Marks:

(A) Theory and Sessional (combined) : 50 Percent

(B) Practical and Sessional (combined) : 50 Percent

ESTABLISHED UNDER M.P. ACT NO.17 OF 2007

ORDINANCE No. 59
MASTER IN HOTEL MANAGEMENT (MHM)
DURATION - 2 YEAR DEGREE

1.0 AIM & OBJECTIVES

- 1.1 To impart higher and advanced professional skills and knowledge in operational and non operational areas of Hospitality and Tourism Industry
- 1.2 To acquaint students with Hospitality and Tourism systems and phenomenon and impacts of Hospitality and Tourism in Society, Economics and Environment.
- 1.3 To prepare aspirants for managerial tasks and responsibilities in Hospitality and Tourism Industry
- 1.4 To provide aspirants National and International career in Hospitality and Tourism Industry.

2.0 COURSE STRUCTURE

The Master degree in Hotel Management of Two years (Four semesters) course hereinafter called 2 Year Masters Degree Course shall be designated as Master in Hotel Management., in short MHM.

- 2.1 The duration of MHM course shall extend over a period of Two years consisting of four semesters named below:

- i. MHM 1st Semester
- ii. MHM 2nd Semester
- iii. MHM 3rd Semester
- iv. MHM 4th Semester

- 2.2 Each semester shall be spread over for not less than sixteen weeks.

- 2.3 The student is required to complete the course in the maximum duration of 4 years.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 3.1 The minimum qualification for admission to first semester of MHM of Two year's (Four semesters) course shall be Graduate in any stream from a recognized University with minimum 50% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.

OR

Graduate in Hotel Management from National Council of Hotel Management / Recognized University.

OR

Three years Diploma in Hotel, Catering or Tourism Management from a recognized technical board or University with two years of working experience in Supervisory or Managerial position.

- 3.2 Selection Criteria: The admission in MHM 1st semester shall be done either directly on the merit of the qualifying examination or through a common entrance test conducted by the University or any designated Agency.
- 3.3 The score card of CAT/MAT/AIMA would be given preference while preparing the Merit list for admissions.

4.0 COMMENCEMENT OF COURSE

- 4.1 MHM 1st & 3rd semesters shall commence during July every year while MBAHTM 2nd & 4th semesters shall commence January every year.
- 4.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.
- 4.3 The subjects to be studied in different semesters of MHM shall be as per the schemes given in subsequent sections.

5.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment of academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

5.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

- 5.1.1 Theory: Two sessional examinations shall be held during the semester for each theory paper..
- 5.1.2 Practical: Marks shall be awarded on the basis of the assigned practical performed by the students conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

- 5.1.3 If a student secures 50% marks in theory paper and fails in examination of that Subject (securing less than 50% in the aggregate including theory), the student

may reappear for improvement only in sessional theory paper in which he/she has failed. However, he/she will not be allowed to reappear in practical sessional.

5.2 SEMESTER / UNIVERSITY EXAMINATION

5.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:

- a. During first year : MHM. 1st semester, MHM 2nd semester.
- b. During second year : MHM 3rd semester, MHM 4th semester.

5.2.2 There will be no supplementary examination.

5.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration..

5.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

5.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration.

The question paper shall contain 3 exercises as below;

- i. Practical Assignment and Demonstration – 25
- ii. Records and Journal – 25 Marks
- iii. Viva voce – 20 Marks.

Marks

5.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules:-

5.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management/Management institute not affiliated to the LNCT University can be appointed as an external examiner for semester practical examination.

5.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management / Management institute conducting MBA/BHMCT course can be

appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

5.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

- 5.4.1 Minimum 50% in sessional and semester examination taken together.
- 5.4.2 Each theory paper and practical will be treated as separate subject/head for passing.
- 5.4.3 A candidate who has been admitted in MHM 1st semester will be promoted to the higher class in accordance with the following sub-rules:
 - a. A candidate shall not be promoted to the third semester if he/she carries a backlog of more than five papers/subjects.
 - b. A candidate shall not be admitted in the fourth semester classes unless he/she has fully passed/cleared the first and second semester examinations.
- 5.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks or any other purpose.
- 5.4.5 No candidate will be awarded Master's Degree in Hotel Management unless he/she has passed all the four semester examinations. If any previous semesters, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

5.5 DIVISION AND MERIT LIST

Candidates who have passed all the examination of MHA the course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less than 70%
Second Division :	50% and above but less than 60%
Pass Division :	40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are ~~not eligible~~ for getting rank certificates,

medals.

The merit shall be declared by the University after the semester examination of the fourth semester of MHM on the basis of the integrated performance of both the two years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

5.6 EDUCATIONAL AND INDUSTRIAL STUDY TOUR

For MHM 2nd semester students an educational study tour to visit a Hospitality organization is compulsory. All students will have to submit a tour report after the study tour. The marks shall be awarded by the teacher-in-charge of the student's study tour.

5.7 PROJECT WORK

For MHM 4th semester students a project work shall be compulsory. The project shall be undertaken in any of the Hospitality Areas. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

5.8 PROFESSIONAL TRAINING

5.8.1 A candidate shall have to undergo Professional Training in a Hotel / Hospitality organization after the examination of the 3rd semester for a period of at least 4 weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

5.8.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of:

- a. Chairman – The Head/Principal of the institute.
- b. The external examiner.
- c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

5.9 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following Rules shall be observed;

5.9.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the

examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practical.

5.9.2 One grace mark will be given to the candidate who is failing / missing Distinction / missing first division by one mark, by the Vice-Chancellor in the MBA/HTM examination. This benefit will not, however, be available to a candidate getting advantage under clause 5.8.1.

5.9.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

5.10 ATTENDANCE

5.10.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.

5.10.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

6.0 REVALUATION / RE-TOTALING

Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded

7.0 FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission.

9.0 RESERVATION: Reservation shall be applicable as per norms of the Government.

10.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'.

The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

11.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

12.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

He/She is not found qualified as per AICTE/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

She is not able to complete the course within the stipulated time.

OR

He/She is found involved in serious breach of discipline in the institution or in the University campus.

13.0 SCHEME OF COURSE / EXAMINATION

Course of Study and Scheme of Examination

Master in Hotel Management

1st SEM					
Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM11	Management functions & Organizational behaviour in hospitality & tourism.	4	-	100	-
MHM12	Accommodation Management - I	4	6	100	100
MHM13	Food & Beverage Management - I	4	6	100	100
MHM14	Fundamentals of Food Science, Nutrition & Dietetics Management	2	-	100	-
MHM15	Course work in tourism – Phenomenon & systems	4	-	50	-
MHM16	Information Management & Information systems in Hospitality & Tourism	4	-	50	-
Total		22	12	500	200
Grand Total		34 Hours		700	

REGISTRAR

2nd SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM21	Human Resource Planning & Development in Hospitality & Tourism	4	-	100	-
MHM22	Accommodation Management - II	4	6	100	100
MHM23	Food & Beverage Management - II	4	6	100	100
MHM24	Marketing Management for Hospitality & Tourism Managers	4	-	100	-
MHM25	Tourism Planning & Development	4	-	50	-
MHM26	Communication & soft skills	2	-	50	-
Total		22	12	500	200
Grand Total		34 Hours		700	

3rd SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM31	Managing Personnel in Hospitality & Tourism	4	-	100	-
MHM32	Accounts, Finance & Working capital for Hospitality & Tourism Managers	4	-	100	-
MHM33	Hospitality & Tourism Law	4	-	50	-
MHM34	Applied operations research (Hospitality & Tourism)	4	-	50	-
MHM35	Facilities Design & Management	4	-	50	-
MHM36	Sales & Advertisement Management in Hospitality & Tourism	4	-	100	-
MHM37	French for Hospitality & Tourism	4	-	50	-
Total		28	-	500	-
Grand Total		28 Hours		500	

4th SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM41	Tourism Impacts	2	-	50	-
MHM42	Tourism Products - Design & Development	4	-	100	-
MHM43	Events Management & MICE	4	-	100	-
MHM44	Strategic Management	4	-	100	-
MHM45	Industrial Exposure Training	-	8 Weeks	-	100
MHM46	Research Based Project Work	-	-	-	100
MHM47	Workshop on executive communication	4	-	50	
Total		18	-	400	200
Grand Total		18 Hours		600	
Total Subjects in all 4 semester is 26					

Minimum Pass Marks :
Hours.

Duration of Theory Papers: 3

(A) Theory and Sessional (combined) : 50 Percent

(B) Practical and Sessional (combined) : 50 Percent

Established Under M.P. Act No.17 of 2007

ORDINANCE No. 60
POST GRADUATE DIPLOMA IN TOURISM AND HOTEL
MANAGEMENT (PGDT&HM)
(1 YEAR POST GRADUATE DIPLOMA)

This Ordinance shall be applicable to candidates admitted to post graduate diploma in tourism and hotel management (pgdt&hm)

1) AIMS& OBJECTIVES

1.1 To impart higher and advanced professional skills and knowledge in operational and non-operational areas of Hospitality and Tourism Industry

1.2 To acquaint students with Hotel management and Tourism systems and phenomenon and impacts of Hospitality and Tourism in Society. Economics and Environment.

1.3 To prepare aspirants for managerial tasks and responsibilities in Hotel and Tourism Industry

1.4 To provide aspirants National and International career in Hotel management and Tourism Industry

2) NAME OF STATUTORY/REGULATORY BODY:- National council for vocational training , NCVT./MP UNIVERSITY REGULATORY COMMISSION

3) ADMISSION

(a) A candidate who has (a) passed the final examination of Bachelor's degree in any of the faculties of this University or an examination conducted by a university recognized as equivalent there for this purpose and (b) thereafter prosecuted a regular course of study in a teaching department of the university or in a coincident college of the university in respect of the course, for one academic session, shall be eligible for admission to the examination for post – graduate diploma in Tourism and Hotel Management.

(b) (i) Candidate for Regular course of study means attendance separately of at least 75% In lectures and practical work, seminar etc. arranged by the college during the session and in sending the records of attendance to the university the Head of the Department or the Principal of the college shall, follow the rules laid down in Ordinance of the

University for this Purpose including deficiency in attendance.

(ii) Any deficiency in attendance not exceeding 15 may be condoned, under the provisions of ordinance of the university from time to time.

1. (a) Every candidate seeking admission to the examination shall have paid to the university or college such fee as prescribed in this behalf and shall submit an application for the purpose, on a prescribed form together with necessary fee through the head of the Department or the principal of the college concerned so as to reach the Registrar not later than the date preceding the examination that may have been fixed and notified earlier. The intake shall be decided by Board of Management.

2. (a) The annual written examination shall be held as far as possible in March/April every year. The actual date of commencement of examination shall be notified in advance and at such centers as may be decided by Board.

(b) Candidates shall be required to submit three typed copies of their project report which shall have been prepared under the guidance of the head of the Department in the university or in the college or an approved teacher, so as to reach the Registrar Not later than a date preceding three weeks before the date of commencement of the written examination. The viva voce shall be arranged subsequently after assessment of the dissertation.

(a) In order to be successful at examination an examinee shall be required to obtain:

- (i) At least 40% of marks in each of the theory papers.**
- (ii) At least 40% of marks in the practical and**
- (iii) At least 40% of marks in the aggregate of all theory papers and the practical.**

(b) Successful examinee shall be placed in division in accordance with the following scale:

- (i) Those who obtain 60% or more of marks in the aggregate – First division**
- (ii) Those who obtain fewer than 60% but not fewer than 45% marks in the aggregate – Second division**

(iv) Those who obtain fewer than 45% but not fewer than 40% marks in the aggregate – Third Division

5. Notwithstanding the provision contained in the above paragraph, the Vice Chancellor may condone the deficiency of one mark if any examinee is failing or missing a higher division by not more than one mark, where the deficiency so condoned, the one mark shall not be added.

6. A candidate who fails at the examination, May, at his/her option, re-appear in it in a subsequent year as an ex-student without required to undergo a further course of studies in the department or the college.

Provided that such a candidate shall fulfill all other condition of this ordinance as also of other ordinances which are made applicable to him/her by the authorities of university.

7. The Registrar shall as soon as possible after the examination, but not later than the 60th day from the date when the written examination was over publish the result, according the names and Roll Nos. of the successful examiner.

8. In the notification declaring the result of the examination names of the first five successful candidates who are placed in first division may be arranged in order of merit.

9. **SCHEME OF Examination for the post graduate diploma in Tourism and Hotel Management.**

	Paper No.	Title of the paper	Maximum Marks	Minimum Marks
	Paper-I	Survey of Indian History & culture	100	40
	Paper-II	Tourism, Principles & practices	100	40
(a) Theory	Paper-III	Tourism Transport & Travel agencies	100	40

	Paper-IV	Hotel Management & catering	100	40
	Paper-V	India as a tourist Destination	100	40
(b) Practical	Project Report	50 Marks	100	40
	Tour Report	25 Marks		
	Test for verbal Exposition & Viva-voce	25 Marks		
	Aggregate		600	240

- A. The project report should be examined by the external examiner.
 - B. The tour report should be valued by the internal examiners.
 - C. The viva-voce test will be examined by the Internal & External examiners as appointed by authorities of the University from time to time.
10. The PGDT&HM degree course will be governed by such rules & regulations as approved by Board of Management of the University & also as per this ordinance.
 11. **CANCELLATION OF ADMISSION**
In case of Producing false documents and non payment of the fees, the admission will be cancelled.
 12. **FEES** – The fees of the course shall be decided by board of Management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission.
 13. **STANDARD OF PASSING / DIVISION**
The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

 First Division with Distinction : 70% and above
 First Division : 60% and above but less than 70%
 Second Division : 50% and above but less than 60%
 Pass Division : 40% and above but less than 50%
 Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals

14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-chancellor may take a decision after obtaining, if necessary, the opinion or advice of the Committee consisting of any or all the Directors of the colleges. The decision of the vice-chancellor shall be final.

ESTABLISHED UNDER M.P.ACT. 17 OF 2007

ORDINANCE No.61

**DIPLOMA IN FOOD & BEVERAGE OPERATIONS
(DFBO)**

1.0 AIMS & OBJECTIVES

- 1.1 To impart basic professional skills and knowledge of Hotel & Tourism Industry.
- 1.2 To acquaint students with the other operational areas in Food & Beverage Department of Hospitality Industry.
- 1.3 To prepare aspirants as supervisors so as to take supervisory responsibilities in Hospitality Industry.

2.0 NAME OF STATUTORY/REGULATORY BODY:-National council for vocational training , NCVT

2.0 DURATION:- 1 Year Diploma Course .

4.0 COURSE STRUCTURE

The diploma in Food & Beverage Operations of one year (two semesters) course hereinafter called 1 Year Diploma Course shall be designated as Diploma in Food & Beverage Operations in short DFBO.

- 4.1 The duration of DFBO course shall extend over a period of one year consisting of two semesters named below-

- i. DFBO 1st Semester.
- ii. DFBO 2nd Semester.

- 4.2 Each semester shall be spread over for not less than sixteen weeks.

- 4.3 The maximum duration of course shall be 2 years.

5.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 5.1 The minimum qualification for admission to first semester of diploma in Food & Beverage Operations of one year (two semesters) course shall be the passing of 10+2 examination or any other equivalent examination in any stream through a recognized board with 45% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.

- 5.2 Selection Criteria: The admission in DFBO 1st semester shall be done either directly on the merit of the qualifying

examination or through a common entrance test conducted by the University or designated Agency.

6.0 COMMENCEMENT OF COURSE

- 6.1 DFBO - 1st semester shall commence during the period of July every year while DFBO – 2nd semester shall commence January every year.
- 6.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.
- 6.3: The subjects to be studied in different semesters of DFBO shall be as per the schemes given in subsequent sections.

7.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT


The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

7.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

- 7.1.1 Theory: Two sessional examinations shall be held during the semester for each theory paper
- 7.1.2 Practical: Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

7.2 SEMESTER / UNIVERSITY EXAMINATION

- 7.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:-
 - a. During first year: DFBO 1st semester, DFBO 2nd semester.
- 7.2.2 There will be no supplementary examination.
- 7.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration.
- 7.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted. 

7.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration and shall contain 3 exercises as below-

- i. Practical Assignment and Demonstration
- ii. Journal
- iii. Viva voce

7.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules:

7.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management institute not affiliated with LNCT University can be appointed as Practical examiner.

7.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management institute conducting BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

7.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

7.4.1 Minimum 50% in sessional and semester examination taken together.

7.4.2 Each theory paper and practical will be treated as separate subject/head for passing.

7.4.3 A candidate who has been admitted in DFBO 1st semester will be promoted to the higher class in accordance with the following sub-rule:

a.A candidate shall not be promoted to the second semester if he/she carries a backlog of more than five papers/subjects.

7.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks/merit.

7.4.5 No candidate will be awarded diploma in Food & Beverage Operations unless he/she has passed both the two semester examinations. If any previous semester's paper/ practical remain as backlog to be

cleared by him/her, the result will be withheld till he passes the backlog.

7.5 PROFESSIONAL TRAINING

7.5.1 A candidate shall have to undergo Professional Training in a Hotel/ Hospitality organization after the examination of the 1st semester for a period of at least four weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

7.5.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of;

- a. Chairman – The Head/Principal of the institute.
- b. The external examiner.
- c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

7.6 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:

7.6.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practicals.

7.6.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice-Chancellor in the DFBO examination.

7.6.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

7.7 ATTENDANCE

7.7.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.

7.7.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

7.8 REVALUATION / RE-TOTALING

Revaluation and re-totalling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totalling will be the final marks awarded.

7.9 DIVISION AND MERIT LIST

The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less
	70%
Second Division :	50% and above but less
	60%
Pass Division :	40% and above but less
	50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

Merit list Provision-- The merit shall be declared by the University after the semester examination of the 8th semester of BHMCT on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

8.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

He/She is not found qualified as per Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

He/She is not able to complete the course within the stipulated time.

OR

He/She is found involved in serious breach of discipline in the institution or in the University campus.

9.0 FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

10.0 INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

11.0 RESERVATION; Reservation shall be applicable as per norms of the Government.

12.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'. The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

13.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

14.0 SCHEME OF COURSE / EXAMINATION

**Course of Study and Scheme of Examination
Diploma in Food & Beverage Operations**

SEMESTER- 1

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DEBO11	Introduction to Food & Beverage Service	2	-	50	-
DEBO12	Food Service Theory	4	-	50	-

UNIVERSITY

DFBO13	Food Service Practical – I	-	6	-	100
DFBO14	Beverage Service Theory	4	-	50	-
DFBO15	Beverage Service Practical – II	-	6	-	100
DFBO16	Food & Beverage Service Skills and Attitudes	2	-	50	-
Total		12	12	200	200
Grand Total		24 Hours		400	

SEMESTER- 2

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DFBO21	Food & Beverage Operations Theory – I	4	-	50	-
DFBO22	Food & Beverage Operations Practical – I	-	6	-	100
DFBO23	Food & Beverage Operations Theory – II	4	-	50	-
DFBO24	Food & Beverage Operations Practical – II	-	6	-	100
DFBO25	Food & Beverage Terminology & Knowledge	2	-	50	-
DFBO26	Food & Beverage Salesmanship	2	-	50	-
Total		12	12	200	200
Grand Total		24 Hours		400	

Minimum Pass Marks
Hours.

: Duration of Theory Papers: 3

(A) Theory and Sessional (combined) : 50 Percent

(B) Practical and Sessional (combined) : 50 Percent

ORDINANCE No. 62
DIPLOMA IN ACCOMMODATION OPERATIONS(DAO)
(1 YEAR DIPLOMA COURSE)

1.0 AIMS & OBJECTIVES

- 1.1 To impart basic professional skills and knowledge of Hotel & Tourism Industry.
- 1.2 To acquaint students with the operational areas in Housekeeping & Front Office Department of Hotel Industry
- 1.3 To prepare aspirants as supervisors so as to take supervisory responsibilities in Hospitality Industry.

2.0 NAME OF STATUTORY/REGULATORY BODY:-
National council for vocational training , NCVT

3.0 COURSE STRUCTURE

The diploma in Accommodation Operations of one year (two semesters) course hereinafter called 1 Year Diploma Course shall be designated as diploma in Accommodation Operations, in short DAO.

- 3.1 The duration of DAO course shall extend over a period of one year consisting of two semesters named below-
 - i. DAO 1st Semester.
 - ii. DAO 2nd Semester.
- 3.2 Each semester shall be spread over for not less than sixteen weeks.
- 3.3 The maximum duration of course shall be 2 years.

4.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 4.1 The minimum qualification for admission to first semester of diploma in Accommodation Operations of one year (two semesters) course shall be the passing of 10+2 examination or any other equivalent examination in any stream through a recognized board with 45% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.
- 4.2 Selection Criteria: The admission in DAO 1st semester shall be done either directly on the merit of the qualifying examination or through a common entrance test conducted by the University or designated Agency.

5.0 COMMENCEMENT OF COURSE

- 5.1 DAO - 1st semester shall commence during the period of July every year while DAO – 2nd semester shall commence January every year.
- 5.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.
- 5.3: The subjects to be studied in different semesters of DAO shall be as per the schemes given in subsequent sections.

6.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

- 6.1 **SESSIONAL**-Two sessionals shall be conducted for each theory and practical.

- 6.1.2 Practical: Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

6.2 SEMESTER / UNIVERSITY EXAMINATION

- 6.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:

a. During first year : DAO 1st semester, DAO 2nd semester.

- 6.2.2 There will be no supplementary examination.

- 6.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration,

- 6.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

- 6.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration and shall contain 3 exercises as below-

- i. Practical Assignment and Demonstration
- ii. Journal
- iii. Viva voce

6.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following Rules:

- 6.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management institute not affiliated with LNCT University can be appointed as Practical Examiner.

- 6.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management institute conducting BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

6.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

- 6.4.1 Minimum 50% in sessional and semester examination taken together.

- 6.4.2 Each theory paper and practical will be treated as separate subject/head for passing.

- 6.4.3 A candidate who has been admitted in DAO 1st semester will be promoted to the higher class in accordance with the following sub-rule:

- a. A candidate shall not be promoted to the second semester if he/she carries a backlog of more than five papers/subjects.

- 6.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks/merit.

- 6.4.5 No candidate will be awarded diploma in Accommodation Operations unless he/she has passed both the two semester examinations. If any previous semester's, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

6.5 DIVISION AND MERIT LIST

The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less 70%
Second Division :	50% and above but less 60%
Pass Division :	40% and above but less 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

Merit list Provision-- The merit shall be declared by the University after the semester examination of the 8th semester of BHMCT on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

er successful attempts at the 1st & 2nd semester's examinations.

6.6 PROFESSIONAL TRAINING

6.6.1 A candidate shall have to undergo Professional Training in a Hotel/ Hospitality organization after the examination of the 1st semester for a period of at least four weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

6.6.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of;

- Chairman – The Head/Principal of the institute.
- The external examiner.
- The internal examiner.

The marks shall be awarded by the Board of Examiners.

6.7 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:

6.7.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practicals.

6.7.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice-Chancellor in the DAO examination.

6.7.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

6.8 ATTENDANCE

6.8.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.

6.8.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

6.9 REVALUATION / RE-TOTALING

Revaluation and re-totalling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting

of marks, for the subject(s) applied. The marks obtained after revaluation or re-totalling will be the final marks awarded.

8.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

He/She is not found qualified as per Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

He/She is not able to complete the course within the stipulated time..

OR

He/She is found involved in serious breach of discipline in the institution or in the University campus.

- 9.0 FEES:-** The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

- 10.0 INTAKE :-** The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

11.0 RESERVATION;

Reservation shall be applicable as per norms of the Government.

12.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'. The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the Incumbent students.

- 13.0** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

14.0 SCHEME OF COURSE / EXAMINATION

Course of Study and Scheme of Examination
Diploma In Accommodation Operations

SEMESTER - 1

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DAO11	Hotel Industry Introduction Theory	2	-	50	-
DAO12	Hotel Front Office Theory	2	-	50	-
DAO13	Hotel Front Office Operations Theory – I	4	-	50	-
DAO14	Hotel Front Office Practical – I	-	6	-	100
DAO15	Hotel Front Office Operations Theory – II	4	-	50	-
DAO16	Hotel Front Office Practical – II	-	6	-	100
Total		12	12	200	200
Grand Total		24 Hours		400	

SEMESTER-2

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DAO21	Hotel Housekeeping Introduction Theory	2	-	50	-
DAO22	Hotel Housekeeping Practices Theory	2	-	50	-
DAO23	Hotel Housekeeping Operations Theory – I	4	-	50	-
DAO24	Hotel Housekeeping Practical – I	-	6	-	100
DAO25	Hotel Housekeeping Operations Theory – II	4	-	50	-
DAO26	Hotel Housekeeping Practical – II	-	6	-	100
Total		12	12	200	200
Grand Total		24 Hours		400	

Minimum Pass Marks**: Duration of Theory Papers: 3 Hours.****(A) Theory and Sessional (combined) : 50 Percent****(B) Practical and Sessional (combined) : 50 Percent**

Established Under M.P. Act No.17 of 2007

ORDINANCE NO. 63

DIPLOMA IN FOOD PRODUCTION, PATISSERIE & CULINARY ARTS (DFPP)

1 YEAR DIPLOMA COURSE

1.0 AIMS & OBJECTIVES

- 1.1 To impart basic professional skills and knowledge of Hotel & Tourism Industry.
- 1.2 To acquaint students with the other operational areas in Food Production Department of Hospitality Industry.
- 1.3 To prepare aspirants as supervisors so as to take supervisory responsibilities in Hospitality Industry.

2.0 NAME OF STATUTORY/REGULATORY BODY:-

National council for vocational training , NCVT

3.0 COURSE STRUCTURE

The diploma in Food Production, Patisserie & Culinary Arts of one year (two semesters) course hereinafter called 1 Year Diploma Course shall be designated as Diploma in Food Production, Patisserie & Culinary Arts, in short DFPP.

- 3.1 The duration of DFPP course shall extend over a period of one year consisting of two semesters named below:
 - i. DFPP 1st Semester.
 - ii. DFPP 2nd Semester.
- 3.2 Each semester shall be spread over for not less than sixteen weeks.
- 3.3 The maximum duration of course shall be 2 years.

4.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 4.1 The minimum qualification for admission to first semester of diploma in Food Production, Patisserie & Culinary Arts of one year (two semesters) course shall be the passing of 10+2 examination or any other equivalent examination in any stream through a recognized board with 45% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.
- 4.2 Selection Criteria: The admission in DFPP 1st semester shall be done either directly on the merit of the qualifying examination or through a common entrance test conducted by the University or designated Agency.

5.0 COMMENCEMENT OF COURSE

- 5.1 DFPP - 1st semester shall commence during the period of July every year while DFPP - 2nd semester shall commence January every year.
- 5.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.
- 5.3 The subjects to be studied in different semesters of DFPP shall be as per the schemes given in subsequent sections.

6.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

6.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

6.1.1 **Theory:** Two sessional examinations shall be held during the semester for each theory paper.

6.1.2 **Practical:** Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

6.2 SEMESTER / UNIVERSITY EXAMINATION

6.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:-

a. During first year: DFPP 1st semester, DFPP 2nd semester.

6.2.2 There will be no supplementary examination.

6.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration.

6.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

6.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration and shall have maximum marks of 70. The question paper shall contain 3 exercises as below-

i. Practical Assignment and Demonstration

ii. Journal

iii. Viva voce

6.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules:

6.3.1 **Practical Examiner:** Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management institute not affiliated to the LNCT University can be appointed as an external examiner for semester practical examination.

6.3.2 **Question Paper Setter/Moderator/Head Evaluator:** Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management institute conducting BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator or semester theory examinations.

6.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

6.4.1 Minimum 50% in sessional and semester examination taken together.

6.4.2 Each theory paper and practical will be treated as separate subject/head for passing.

6.4.3 A candidate who has been admitted in DFPP 1st semester will be promoted to the higher class in accordance with the following sub-rule:

a. A candidate shall not be promoted to the second semester if he/she carries a backlog of more than five papers/subjects.

6.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks/merit.

6.4.5 No candidate will be awarded diploma in Food Production, Patisserie & Culinary Arts unless he/she has passed both the two semester examinations. If any

previous semester's, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

6.5 DIVISION AND MERIT LIST

Candidates who have passed all the examination of MHA the course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction : 70% and above
 First Division : 60% and above but less than 70%
 Second Division : 50% and above but less than 60%
 Pass Division : 40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

Merit list Provision-- The merit shall be declared by the University after the semester examination of the 8th semester of BHMCT on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

6.6 PROFESSIONAL TRAINING

6.6.1 A candidate shall have to undergo Professional Training in a Hotel/ Hospitality organization after the examination of the 1st semester for a period of at least four weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

6.6.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of;

- a. Chairman – The Head/Principal of the Institute.
- b. The external examiner.
- c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

6.7 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:

6.7.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate falls in maximum of two theories, or one theory and one practical or two practicals.

6.7.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice-Chancellor in the DFPP examination. This benefit will not, however, be available to a candidate getting advantage under clause 5.8.1.

6.7.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

6.8 ATTENDANCE

6.8.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.

6.8.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

7.0 REVALUATION / RE-TOTALING

Revaluation and re-totalling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks for the subject(s) applied. The marks obtained after revaluation or re-totalling will be the final marks awarded.

of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded.

8.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

He/She is not found qualified as per Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

He/She is not able to complete the course within the stipulated time..

OR

He/She is found involved in serious breach of discipline in the institution or in the University campus.

- 9.0 FEES:-**The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

- 10.0 INTAKE :-** The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

11.0 RESERVATION;

Reservation shall be applicable as per norms of the Government.

12.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English'. The condition of English Medium has been laid-down in view of the Industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

- 13.0** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

14.0 SCHEME OF COURSE / EXAMINATION

Course of Study and Scheme of Examination
Diploma in Accommodation Operations

SEMESTER – 1

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DFPP11	Cookery & larder Theory – I	2	-	50	-
DFPP12	Cookery & larder Practical – I	-	12	-	100
DFPP13	Bakery & Patisserie Theory – I	2	-	50	-
DFPP14	Bakery & Patisserie Practical – I	-	6	-	100
DFPP15	Food Hygiene	1	-	50	-
DFPP16	Kitchen Equipments & Maintenance	1	-	50	-
Total		6	18	200	200
Grand Total		24 Hours		400	

SEMESTER – 2

Code	Subject	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
DFPP21	Cookery & larder Theory – II	2	-	50	-
DFPP22	Cookery & larder Practical – II	-	12	-	100
DFPP23	Bakery & Patisserie Theory – II	2	-	50	-
DFPP24	Bakery & Patisserie Practical – II	-	6	-	100
DFPP25	Menu Planning & Costing	1	-	50	-
DFPP26	Kitchen Design & Stores	1	-	50	-
Total		6	18	200	200
Grand Total		24 Hours		400	

Minimum Pass Marks:**Duration of Theory Papers: 3****Hours.****(A) Theory and Sessional (combined): 50 Percent****[B) Practical and Sessional (combined): 50 Percent**

Established under M.P., Act NO. 17 of 2007

ORDINANCE NO.-64

Bachelor of Computer application (BCA),

1. Courses & Faculty

1.1 This Ordinance shall be applicable to all three year s Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Computer Application (BCA).

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be offered under this ordinance on the recommended of the Board, of Studies

1.2 the ordinance shall be applicable to all the University Teaching Departments / Institutes/Schools of this University

1.3 NAME OF STATUTORY/REGULATORY BODY :- UGC

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, If any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 BCA : Passed (10+2) Exam with Mathematics as a subject.

5.3 Candidates appearing for the 12th Examination and awaiting for their/results can apply. They will have to provide proof of passing the examination within 30 days/of admission.

5.4 Eligibility for new programs under this ordinance:-shall-be-define by the University.

6. Admission Procedure

Admission under these. Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's ,Website/ Notice .Board of the University and In other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit Will be displayed on the Notice Board of the University /University's Website /or the. students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam: are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4,3 The application form is not signed by the candidate and his her parent guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number. Will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University. shall be applicable for all admissions from time to time

7. Course Structure

7.1 The undergraduate course in. semester system shall consist of

7.1.1 Such courses (Papers) as prescribed by the University

7.1.2 Such Job Internship lab Work, Practical, In Plant Training Projects, etc. as may Be prescribed by the University

7.1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studles may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects in a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instructions and Examinations

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University above shall not be applicable to the Private/ Ex -candidates,

9.2 Each student, shall have to appear in-the examination: of Theory./ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in. the manner prescribed from time to time by the University

9.2.1 50% marks of each paper will, be- earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 .Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at last D' Grade in university examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There, will.be an external examiner to .evaluate/the project report. The minimum passing marks for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examination in between the semester .exam

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations .of the semester he./ she appeared is over However his / her eligibility shall be evaluated only after the results of semesters are declared at which he /she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.

10.3.2 A Candidate will be admitted in odd semester (3rd ,5th) with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/ she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided father that if a candidate fails In more than one paper in any semester examination of the same semester

10.3.5 Provided further, that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld. A candidate will be awarded degree only in the year when he /she clears the paper of earlier semester. In such situation, mark sheet for each semester will be separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11, Award of Credits and Grades

One hour of conduct in Lecturer (L)/Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects!

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.6.4 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated, P, is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

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12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
$7.5 \leq CGPA$	First Division With
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	II Division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA_{\text{Obtained}} \times 100}{10}$$

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses

shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however, on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination .

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

Established under M.P. Act .17 of 2001

ORDINANCE NO.65

Master of Computer Application (MCA)

1. PROGRAMME & FACULTY

1.1 This ordinance shall be applicable to the three years (Six Semesters) post graduate programme like master of Computer Application (MCA) Course.

1.2 The course shall be run on semester system. The program will be offered by faculty of Engineering & Technology after the recommendation of Board of Studies and approval by academic Council.

1.3 The ordinance shall be applicable to all the University Teaching Department /Institutes /School of this University.

2. Duration

2.1 The duration for these courses of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of Post graduate Degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval to the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any .

4. ACADEMIC YEAR

4.1 There will one academic cycle year starting from July to June.

5. ELIGIBILITY

5.1 For admission in MCA 1st semester programme a candidate should have a Bachelor's Degree of minimum 3 years duration of a recognized University in Physics, Chemistry and Mathematics (PCM).

5.2 For admission in MCA 3rd semester (Lateral entry) a candidate should have passed 12th (IPCM) with B grade

Established under M.P.Act .17 of 2001

ORDINANCE NO.65

Master of Computer Application (MCA)

1. PROGRAMME & FACULTY

1.1 This ordinance shall be applicable to the three years (Six Semesters) post graduate programme like master of Computer Application (MCA) Course.

1.2 The course shall be run on semester system. The program will be offered by faculty of Engineering & Technology after the recommendation of Board of Studies and approval by academic Council.

1.3 The ordinance shall be applicable to all the University Teaching Department /Institutes /School of this University.

2. Duration

2.1 The duration for these courses of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of Post graduate Degree within a maximum period of six years from the session of first admission.

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3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval to the regulatory body, if any.

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5.1 For admission in MCA 1st semester programme a candidate should have a Bachelor's Degree of minimum 3 years duration of a recognized University in Physics, Chemistry and Mathematics (PCM).

5.2 For admission in MCA 3rd semester (Lateral entry) a candidate should have passed 12th (PCM) विषयों में से दो

6. ADMISSION PROCEDURE

Admission under these courses will be made as follows:

6.1 The University will issue admission notifications in News papers, on the University's website, Notice Board of University and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the notice board of the University/ University's website or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet / School /College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4 If a candidate admitted provisionally under the clause (6.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.5 The application form may be rejected due to any of the following reasons:

6.5.1 The candidate does not fulfill the eligibility conditions.

6.1.2 The prescribed fees are not enclosed.

6.1.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.1.4 Supporting documents for admission are not enclosed.

6.2 Enrollment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.3 Admission rules as framed by the University shall be applicable for all admissions from time to time.

COURSE STRUCTURE

The undergraduate course in semester shall consist of:

- 7.1.1 Such Courses (Papers) as prescribed by the University.
- 7.1.2 Such Job internship, Lab Work, Practical, in plant Training, Projects, etc. as may be prescribed by the University.
- 7.1.3 Such scheme of examination as prescribed by the University from time to time.
- 7.2 The MCA course is six semester duration consisting of five semester classroom study/ practical and one semester project Work. The sixth semester is for project work during this semester the candidate shall devote himself /herself for the research work, in connection with any of the aspects of computer application relevant to the course selected, and assigned to him by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre submission seminar on his/ her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by him/ her to the university through the Director / Principal of the college. The dissertation should be accompanied by the Certificate from the Head of the Department and the projects supervisor to the effect that it embodies actual work bt the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1 The medium of instruction can be Hindi or English. However, the term end examination will be in English only.

9. EXAMINATION SCHEME

- 9.1 No candidate shall be allowed to take the term end Semester examination unless one has:

9.1.1 Attended at least 75% of Lectures/ Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.

9.1.4 Submitted the job Internship Certificate / Project Report, as notified by the University.

9.1.5 Received in Plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private/ Ex. University.

Each student shall have to appear in the examination of Theory / Practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% marks of each paper will be earmarked for internal assessment (For each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination the candidate that be required to secure at least 'D' grade in University examination separately in the term- end theory, parietal and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

Promotion to Next Semester & Failed Candidate

10.1 There shall be supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/ her studies in higher semester class after the examination of the semester he/she appeared are over. However, his/her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination, he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex student in the next examination of the same semester.

- 10.5 provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation. Mark sheet for each semester will be issued in the sixth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

Once hour of conduct in Lecturer (L) Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

- 11.1 A Student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end – semester examination and regularity, as proposed by respective board of studies and approved by Academic Council.

- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.

- 11.2.1 To pass a particular subject of the course the minimum required Grade is D. However, the candidate should also separately score minimum of the subject. For practical examination one external examiner from outside the institute shall always be there.

- 11.2.2 If a candidate has passed all the subject of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory/ Practical Subjects, in the ensuing examination (Theory and Practical of a subject be treated as separate subjects.)

- 11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvements of Division / Grade or for any other purpose:

- 11.3 Practical Training and Project Work shall be treated as practical subjects.

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class, work, mid semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.3 The semester Grade Points Average (SGPA) and Cumulative Grade Pont Average (CGPA) Shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned I the i^{th} subject, where $i= 1,2,.....n$, are the number of subjects in that semester.

$$\sum_{i=t}^n SG_i NC_i$$

$$CGPA = \frac{\sum_{i=t}^n SG_i NC_i}{\sum_{i=t}^n NC_i}$$

Where NC_j is the number of total credits offered in the j th semester, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, \dots, M$, are the number of semesters in that course.

- 11.4 the grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned of the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (Theory and Practical) of the same subject shall be considered as two separate subjects. For the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the six and final semester examination based on integrated performance of the candidate for all the three years as per following details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division With honours
$7.5 \leq CGPA < 7.5$	First Division
$7.5 \leq CGPA < 6.5$	II nd division
$CGPA < 5.0$	Fail

13.2 the conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored = $\frac{CGPA \text{ Obtained} \times 100}{10}$

14. MERIT LISTS

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least first Division and passing all semesters in single attempt.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 in matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the university so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice-Chancellor the Vice- Chancellor shall be competent to change the system/pattern of the examination.

16.3 in case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

LNCT UNIVERSITY, BHOPAL
ORDINANCE
No. 66 of 2014
POST GRADUATE DIPLOMA IN COMPUTER APPLICATION
(PGDCA)
(Semester System)

This ordinance shall be applicable to candidates admitted for Post Graduate Diploma in Computer Application (PGDCA) degree course

- 1. The duration of the post graduate diploma in computer application shall be of one academic year, comprising of semesters and a project work. The examination of the first semester shall ordinarily be held in the month of November/December on suitable dates as fixed by Registrar of the university.**

A supplementary examination for the first shall be held as decided by University The 2nd semester examination will be held in April/May.

- 2. The candidates, who have passed the following examination of the University or in examination recognized university shall be eligible for admission to the first semester of course :-**

Minimum 45% Marks (40% for SC/ST/Other category) IN B.SC./B.A./ B.COM./B.E./M.SC./M.A./M.B.A./M.Com.

- 3. (a) A candidate shall be required to fulfill the following conditions for appearing in the first and second semester examinations:-**

- (i) A good character certificate from the head of the department.**
- (ii) 75% attendance Of the full course of lectures delivered in each at per in practical, seminars, case discussion trip to computer Centers etc.**

(b) A deficiency in the attendance for the proscribe course (Lectures/ practical/seminars/case discussion/visit to computer centers etc.) may be condoned as per provision of Ordinance of the University for the purpose.

(C) A Candidate Shall be allowed to appear in the second semester examination only when/he/she has passed the semester examination.

4. A candidate, who has failed (r absented n exceptional case) in the first semester examination may be allowed to attend the second semester course.
5. The Medium of instructions and examination shall be English /Hindl.
6. Every candidate shall be examined according to the scheme of examination of Ordinance of the University. The for each course shall be decided by Bard of Management of University.
7. The practical examination (including oral) shall be conducted by the two examiners i.e. one external to be amended by the examination committee and one internal to be nominated by the head of the Department.
8. (a) The subject of the project work/dissertation shall be approved by the
Head of the Department of Computer Science & Applications.
- (b) The candidate shall be required to carry out their project viva voce Examination. Examiner will be appointed by the Department of computer Science & applications or any other department as approved by the head of the department under the supervision of faculty member appointed by the head of the department. The candidate shall be required to submit three copies of the project report/ dissertation with the certification from the supervisor. That the project work has been completed by the candidate himself/herself and he/she has attended the department of computer science and application or any other place of work for at least 60 hours in exceptional cases, the last date for submission of project report will be extended up to two months by the Vice-Chancellor on recommendations of the supervisor and head of the department of computerscience and applications.

The project report/ dissertation shall be evaluated by a board constituted by the Vice-Chancellor, which may consist of the follow members:

- (i) External examiner at professor level,
- (ii) Head of the dept. of computer science & applications, and
- (iii) The supervisor of the concerned project work.

If the project report/dissertation by the internal examiner/Board of examiners, the candidate shall be required to resubmit his/her project report/dissertation within a period of three month.

9. No candidate shall be allowed more than two attempt as an ex-student in particular semester. If a candidate does Proceed in this attempt too, he/she will have to leave this curse.

10. Result of a candidate who has passed the higher examination but failing in back papers of lower examination withheld till he clears the lower examination.

11. The standard of passing shall be following :

In order to pass a PGDCA examination of any semester, a candidate must obtain at least.

1. 40% of the maximum marks in each written paper
2. 60% of the maximum marks in sessional work
3. 50% of maximum marks in practical examination
4. 50% of the maximum marks in aggregation at the end of a academic session.

12. The Division will be awarded in First year of P.G.D.C.A. on the following basis 75% of the aggregate and First division with honors

60% of the aggregate and above : first division

50% of the aggregate and above : Second division

13. Curriculum & related Regulation :-

The Curriculum & related regulation of PGDCA will be as per schemes approved by the Board of Management of University.

14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this , or in the event of difference of interpretation, the Vice-Chancellor may take a decision after obtaining, if , the opinion / advice of a committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

15. The Reservation t SC/ST/Other category candidates shall be applicable as per the norms f the State Government Madhya Pradesh.

Established under M.P.Act.No.17 of 20007

ORDINANCE NO.-67

Bachelor in Science (B.Sc),

1. COURSES & FACULTY

1.1 This Ordinance shall be applicable to all three years Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Science (B.Sc).

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be offered under this ordinance on the recommended of the Board, of Studies

1.2 the ordinance shall be applicable to all the University Teaching Departments / institutes /Schools of this University.

1.3 NAME OF STATUTORY/REGULATORY BODY :- UGC

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

5. ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 B.Sc. : Passed (10+2) Exam with PCM/PCB subject .

5.3 Candidates appearing for the 12th Examination and awaiting for their/results can apply. They will have to provide proof of passing the examination within 30 days/of admission.

5.4 Eligibility for new programs under this ordinance:- shall-be-define by the University.

6. ADMISSION PROCEDURE

Admission under these. Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's Website/Notice Board of the University and in other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit Will be displayed on the Notice Board of the University /University's Website /or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam: are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his her parent guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number .Will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University .shall be applicable for all admissions from time to time

7. COURSE STRUCTURE

7.1 The undergraduate course in. semester system shall consist of

7.1.1 Such courses (Papers) as prescribed by the University

7.1.2 Such Job Internship lab Work, Practical, In Plant Training Projects, etc. as may Be prescribed by the University

7.1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studies may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects In a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University Clause (9.;i) above shall not be applicable to the Private/ Ex candidates,

9.2 Each student, shall have to appear in-the examination: of Theory/ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in. the manner prescribed from time to time by the University

9.2.1 50% marks of each paper will, be- earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at last D' Grade in university examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There, will be an external examiner to evaluate/the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations .of the semester he/ she appeared is over. However his / her eligibility shall be evaluated only after the results of semesters are declared at which he /she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.

10.3.2 A Candidate will be admitted in odd semester (3rd,5th) with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/ she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination of the same semester.

10.3.5 Provided further ,that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld A. candidate will be awarded degree only in the year when he /she clears the paper of earlier semester .In such situation ,mark sheet sheet for each semester will be separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11, AWARD OF CREDITS AND GRADES

One hour of conduct in Lecturer (L)/Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA)required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from outside the Institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for Improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.6.4 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated, P, is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

where NQ is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

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12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
$7.5 \leq CGPA$	First Division With
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	II Division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA_{\text{obtained}} \times 100}{10}$$

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance,

the courses shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however ,on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination .

16.3 case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 68

Master of Science

**TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE
PROGRAMS**

1. COURSE & FACULTY

1.1 This ordinance will be applicable to all to years (four semesters) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Science (M.Sc.).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

1.3 NAME OF STATUTORY/REGULATORY BODY :- UGC

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FEES

3.1 the Intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

- 4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.Sc. : Bachelor of Science Degree (Hons. / Pass) with major subject in the relevant subject from any recognized University.
- 5.1.4 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying examination are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed
- 6.4.3 The application form is not signed by the candidate and his/her parent/guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.

- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

- 7.1 The Post Graduate course in semester system shall consist of:
- 7.1.1 Such courses (Papers) as prescribed by the University.
 - 7.1.2 Such job internship, job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University and.
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1 The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

- 9.1 No candidate shall be allowed to take the term end semester Examination unless one has:
- 9.1.1 Attended at least 75% of lectures/ Practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.
 - 9.1.4 Submitted the job Internship Certificate/ Project Report, as notified by the University.
 - 9.1.5 Received in plant/ Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private /Ex candidates.
- 9.2 Each student shall have to appear in the Examination of Theory/ Practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations).
 - 9.2.2 Main examination will carry 50% marks.
 - 9.2.3 for passing the examination; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and internal assessment in each of

the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to one credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.
- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D In end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	20 & below	0	Fall

I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

$$\sum_{i=1}^n C_i$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m SG_j NC_j$$

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the years as per followings details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division With honours
$7.5 > CGPA \geq 7.0$	First Division

7.5 ≤ CGPA < 6.5	IInd division
CGPA < 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

Established Under M.P Act No17 of 2007**Ordinance No. 69****Bachelor of Arts (BA)****1. COURSES & FACULTY**

1.1 This Ordinance shall be applicable to all three year s Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Arts Application (BA).

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be Offered under this ordinance on the recommended of the Board, of Studies

1.2 the ordinance shall be applicable to all the University Teaching Departments / institutes /Schools of this University

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE &FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

5. ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 BA : Passed (10+2) Exam with any subject.

5.3 Candidates appearing for the 12th Examination and awaiting for their/results can apply. They will have to provide proof of passing the examination within 30 days/of admission.

5.4 Eligibility for new programs under this ordinance:-shall-be-define by the University.

6. ADMISSION PROCEDURE

Admission under these. Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's ,Website/Notice .Board of the University and in other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit Will be displayed on the Notice Board of the University /University's Website /or the. students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam: are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which,the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his her parent guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number. will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University. shall be applicable for all admissions from time to time

7. COURSE STRUCTURE

7.1 The undergraduate course in semester system shall consist of

7.1.1 Such .courses; (Papers) as prescribed by the

7.1.2 Such Job Internship lab Work, Practical, In Plant Training Projects, etc. as may Be prescribed by the University

7.1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studies may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects in a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received In Plant/Practical training as prescribed by the University Clause (9.1) above shall not be applicable to the Private/ Ex candidates,

9.2 Each student, shall have to appear in the examination: of Theory/ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The Internal assessment will be held in the manner prescribed from time to time by the University

9.2.1 50% marks of each paper will, be earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at least D' Grade in university

examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There, will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he/she appeared is over. However his / her eligibility shall be evaluated only after the results of semesters are declared at which he /she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.

10.3.2 A Candidate will be admitted in odd semester(3rd, 5th) with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/ she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination of the same semester

10.3.5 Provided further ,that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld A. candidate will be awarded degree only in the year when he /she clears the paper of earlier semester .In such situation ,mark sheet for each semester will be separately up to Fifth

semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11, AWARD OF CREDITS AND GRADES

One hour of conduct in Lecturer (L)/Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weight age / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from outside the Institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for Improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects!

11.6.1 in each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.6.4 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the ith subject of a Semester for which SGPA is to be calculated, P, is the corresponding grade point earned in the ith subject, where i = 1,2,.....n, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

where NC is the number of total credits offered in the jth semester, SGj is the SGPA earned in the jth semester, where j = 1,2,.....m, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
$7.5 \leq \text{CGPA}$	First Division With Honours
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	II Division
$\text{CGPA} < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}_{\text{obtained}} \times 100}{10}$$

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however, on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination .

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 70

Master of Arts (MA)

**TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE
PROGRAMS**

1. COURSE & FACULTY

1.1 this ordinance shall be applicable to all to years (four semester) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Arts (M.A.).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 the intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1** Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1** M.A. Bachelor Degree (Hons./Pass) from any recognized University in any discipline (Arts,
- 5.1.2** Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5** Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1** The University will issue admission notifications in news papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2** List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.
- 6.3** The candidates whose results of the qualifying examination are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4** The application form may be rejected due to any of the following reasons:
- 6.4.1** The candidate does not fulfill the eligibility conditions.
- 6.4.2** The prescribed fees are not enclosed
- 6.4.3** The application form is not signed by the candidate and his/her parent/guardian, wherever required.
- 6.4.4** Supporting documents for admission are not enclosed.
- 6.5** Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.
- Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/ Practical delivered.

9.1.2 Paid all the fess due.

9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.

9.1.5 Received in plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private /Ex candidates.

9.2 Each student shall have to appear in the Examination of Theory/ Practical and Conditi onous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.

9.2.2 Main examination will be carry 50% marks.

9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and Internal assessment in each of the prescribed paper in the subject and practical's are also to be/cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1** There shall be no supplementary or second examination in between the semester exam.
- 10.2** A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3** If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4** Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5** provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1** A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.
- 11.2** For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.
 - 11.2.1** To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of

Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

- 11.2.2 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)
- 11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.
- 11.3 Practical Training and Project work shall be treated as Practical Subjects.
- 11.3.1 In each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.
- 11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.
- 11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

- 11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\sum_{i=1}^n C_i P_i$$

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m SG_j NC_j$$

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on Integrated performance of the candidate for all the years as per followings details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division With honours
$7.5 > CGPA \geq 7.5$	First Division
$7.5 > CGPA \geq 6.5$	II nd division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 71

Master of Social Work

**TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE
PROGRAMS**

1. COURSE & FACULTY

1.1 This ordinance shall be applicable to all to years (four semesters) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master in Social Work (MSW).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

ACADEMIC YEAR

4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.S.W. Bachelor Degree (Hons./Pass) from any recognized University in any discipline (such as Commerce, Arts, Science, Engineering, Management, etc.
- 5.1.2 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying examination are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed
- 6.4.3 The application form is not signed by the candidate and his/her parent/guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The Post Graduate course In semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

7.1.2 Such job internship, job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University and.

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/ Practical delivered.

9.1.2 Paid all the fess due.

9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.

9.1.5 Received In plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private /Ex candidates.

9.2 Each student shall have to appear in the Examination of Theory/ Practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.

9.2.2 Main examination will be carry 50% marks.

9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade In university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1** There shall be no supplementary or second examination in between the semester exam.
- 10.2** A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3** If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4** Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5** provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to one credit as allotted in the respective schemes.

- 11.1** A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.
- 11.2** For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the

candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the Institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m \text{SGP}_j \text{NC}_j$$

$$\text{CGPA} = \frac{\sum_{j=1}^m \text{SGP}_j \text{NC}_j}{\sum_{j=1}^m \text{NC}_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SGP_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the for years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With honours
$7.5 > \text{CGPA} \geq 7.0$	First Division
$7.0 > \text{CGPA} \geq 6.5$	II nd division
$\text{CGPA} < 6.5$	Fail

- 13.2** The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

- 14.1** Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2** Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

- 15.1** University examination centers will be notified by the university.

16. GENERAL

- 16.1** In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2** In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.
- 16.3** In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 16.4** The Provisions of this ordinance shall change as per the directive of regulatory authority.

**Established under M.P. Act No. 17 of 2007
ORDINANCE No. 72**

P.G.Dip.in REMOTE SENSING & GIS

1. AIMS AND OBJECTIVE:- Course Objectives and Learning Outcomes

AIMS

The courses aim at providing critical understanding of the geo-information science and earth observation technology to generate, integrate, analyse, visualise and disseminate spatial data for various applications. Participants will gain skills in formulating and carrying out independent

OBJECTIVES

To develop a critical understanding of appropriate tools; exposure to new methods and techniques; gaining competence in developing tools for the acquisition, processing, transformation, analysis, modelling, storage and presentation of spatial data; using geo-information in identifying and responding to development problems and in drafting development policies.

Learning outcomes

On completion of the course, participants are able to:

- Analyse geo-information problems encountered in professional practice and develop appropriate methods for studying and/or solving the problems;
- Apply appropriate methods for collecting, acquiring and verifying spatial data;
- Use geo-information science and earth observation technology to generate, integrate, analyse and visualise spatial data;
- Use programming languages;
- Evaluate and apply relevant and appropriate methods and models for data analysis and problem solving;
- Apply practical skills to carry out an independent final assignment (pilot project);
- Communicate and present results of the final assignment (pilot project).

2. NAME OF STATUTORY /REGULATORY BODY:- UGC

3. DURATION :- The course is of 10 months duration. (including 3 months of project)

4. ELIGIBILITY CRITERIA:- M.Sc./M.Tech. in Physics/ Appl. Physics/ Electron./ Math./ Appl. Math./ Stat./ IT/ Comp. Sci./ Geology/ Geophysics/ Geo-Engg./ Agriculture/ Forestry/ Urban and Reg. Plann. or any Natural/Env. Sci., OR Master

in Geog. (having B.Sc. In science subjects), OR B.E./ B.Tech./ B.Sc.(Engg.)/ Graduate (with four year deg. course) in Civil Engg./ Electron. & Comm./ Comp. Sci./ Comp. Engg./ IT/ Geoinformatics/ Agril. Engg./ Geosci. Engg./ Petrol. Engg./ Mining Engg./ Agril. Inform./ Agriculture/ Forest Inform./ Forestry or equivalent, OR B.Arch./ B.Plann./ M.Arch./ M.Plann., OR MCA (having B.Sc. In Science subjects), OR equivalent.

5. **ADMISSION PROCESS :-** The admission in M.Sc. course is based on a written test (for self-financed candidates), interview (for self-financed as well as Government-sponsored candidates), academic performance and experience.
6. **FEES:-**The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .
INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission.
8. **CANCELLATION OF ADMISSION :-**
In case of Producing false documents and non payment of the fees, the admission will be cancelled .
9. **ATTENDANCE:-** Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.
A further condonation of 5% In attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) In any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)
10. **MODE OF EXAMINATION:- SEMESTER WISE**

Course Structure

The courses are modular in structure; each module is of 3 weeks duration. The course is covered in 14 modules, which are organised in 3 blocks. The overall course structure is provided in Table 1 and module descriptions are provided in Table 2.

Block 1: Consists of 3 core modules covering the basic principles of: (1) Geographic Information (GI) Science, (2) Earth Observation, and (3) System Earth, Use and Users, Spatial Data Infrastructure, Geoportals and Data Integration.

Block 2: Consists of 7 domain (Geoinformatics) specific modules to deepen the understanding of Remote Sensing and GI Science techniques and their applications.

Block 3: Consists of 4 modules in which students carry out a Pilot project, write a report and make the presentation before a committee consisting of IIRS and ITC experts.

Table 1. Overall structure of Postgraduate Diploma course in Geoinformatics.

	Modules	Credits*
Block 1	Core Modules (Modules 1-3)	15
Block 2	Domain Modules (Modules 4-10)	35
Block 3	Pilot Project (Modules 11-14)	20

*European Credit Transfer System (ECTS)
(one credit represents 29 hours of study; and 60 credits represent one year of full-time study)

Table 2. Module description of Postgraduate Diploma course in Geoinformatics.

Block	Module	Duration	Description	
1	Core Modules	1	3 Weeks	Geographic Information Science
		2	3 Weeks	Earth Observation
		3	3 Weeks	System Earth
2	Domain Modules	4	3 Weeks	Databases, Mathematics and Programming
		5	3 Weeks	Principles of Spatial Data Quality
		6	3 Weeks	Spatial Data Modeling and Processing
		7	3 Weeks	Base Data Acquisition
		8	3 Weeks	Image Processing
		9	3 Weeks	Web Technology for GIS & Mapping and Programming
		10	3 Weeks	Visualization and Dissemination of Geospatial Data
3	Pilot Project	11 - 14	12 Weeks	Pilot Project, Report Writing and Defence

**Established under M.P. Act No. 17 of 2007
ORDINANCE No. 73**

M.Sc. GEOINFORMATICS

AIMS & OBJECTIVES AND LEARNING OUTCOMES

AIMS

The courses aim at providing critical understanding of the geo-information science and earth observation technology to generate, integrate, analyse, visualise and disseminate spatial data for various applications. Participants will gain skills in formulating and carrying out independent

OBJECTIVES

To develop a critical understanding of appropriate tools; exposure to new methods and techniques; gaining competence in developing tools for the acquisition, processing, transformation, analysis, modelling, storage and presentation of spatial data; using geo-information in identifying and responding to development problems and in drafting development policies; developing research skills to design and undertake research and development projects in various fields of geoinformatics.

Learning outcomes

On completion of the course, participants are able to:

- Analyse geo-information problems encountered in professional practice and develop appropriate methods for studying and/or solving the problems;
- Choose and possibly develop appropriate methods for geospatial framework data collection and processing;
- Use programming languages;
- Use geo-information science and earth observation technology to generate, integrate, analyse and visualise spatial data;
- Understand and apply the principles of databases and data models and to use database query languages;
- Formulate and carry out independent research in the general field of Geoinformatics, possibly as part of a multi-disciplinary research and development project;
- Communicate and defend Geoinformatics-based research methods and findings.

2. NAME OF STATUTORY /REGULATORY BODY:- UGC

3. DURATION :- Two year

The course is of 18 months duration. Students follow part of the course (Modules 1-10 and 17-23, i.e. 13 ½ months) and a part at the Faculty II, The Netherlands (Modules 11-16, i.e. 4 ½

months). This is an accelerated course of 18 months with a study load (118 ECTS or European Credits) that would normally take two years to complete. This achieved in two ways: (i) the usual university vacations are not observed and (ii) the per-week study load (48 hours) is high in comparison with the usual university system. According to Dutch Law, one credit represents 29 hours of study and 60 credits represent one year of full-time study. Following successful completion of the course, the students receive the M.Sc. degree from 'University of Twente' with the title: "Master of Science in Geo-Information Science and Earth Observation." The 'diploma supplement' containing details of marks obtained and information about the course is provided along with the M.Sc. degree.

4. **ELIGIBILITY CRITERIA :-** M.Sc./M.Tech. in Physics/ Appl. Physics/ Electron./ Math./ Appl. Math./ Stat./ IT/ Comp. Sci./Geology/ Geophysics/ Geo-Engg./ Agriculture/ Forestry/ Urban and Reg. Plann. or any Natural/Env. Sci., OR Master in Geog. (having B.Sc. in science subjects), OR B.E./ B.Tech./B.Sc.(Engg./ Graduate (with four year deg. course) in Civil Engg./ Electron. & Comm./Comp. Sci./ Comp. Engg./ IT/ Geoinformatics/ Agril. Engg./ Geosci. Engg./ Petrol. Engg./Mining Engg./ Agril. Inform./ Agriculture/ Forest Inform./ Forestry or equivalent, OR B.Arch./ B.Plann./ M.Arch./ M.Plann., OR MCA (having B.Sc. in Science subjects), OR equivalent. (WITH 50% MARKS IN AGREGET)
5. **ADMISSION PROCESS-** The admission in M.Sc. course is based on a written test on merit based (for self-financed candidates), interview (for self-financed as well as Government-sponsored candidates), academic performance and experience.
6. **FEES:-** The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .
INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission
7. **ATTENDANCE:-** Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.
 A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However It may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

8. **CANCELLATION OF ADMISSION :-** In case of Producing false documents and non payment of the fees, the admission will be cancelled .
9. **STANDARD OF PASSING /DIVISION** The course shall be awarded divisions In accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction : 70% and above
 First Division :60% and above but less than 70%
 Second Division :50% and above but less than 60%
 Pass Division : 40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates,

10. **MODE OF EXAMINATION:- SEMESTER WISE**

Course Structure

The courses are modular in structure; each module is of 3 weeks duration. The course is covered in 23 modules, which are organised in 4 blocks. The overall course structure is provided in Table 1 and module descriptions are provided in Table 2.

Table 1. Overall structure of M.Sc. course in Geoinformatics.

	Modules	Credits
Block 1	Core Modules (Modules 1-3)	15
Block 2	Domain Modules (Modules 4-10)	35
Block 3	Research Profile (Modules 11-15)	25
Block 4	Individual M.Sc. Research (Modules 16-23)	40

*European Credit Transfer System (ECTS)
 (one credit represents 29 hours of study; and 60 credits represent one year of full-time study)

Block 1: Consists of 3 core modules covering the basic principles of: (1) Geographic Information (GI) Science, (2) Earth Observation, and (3) System Earth, Use and Users, Spatial Data Infrastructure, Geoportals and Data Integration.

Block 2: Consists of 7 domain (Geoinformatics) specific modules to deepen the understanding of Remote Sensing and GI Science and their applications.

Block 3: Consists of 5 modules which prepares the students for M.Sc. research by offering learning opportunities on – Research Skills (module 11); Advanced Topics on specific research methods and tools (modules 12 and 13) opted by the students based on envisaged M.Sc. research; Research Themes (modules 14 and 15) in which the students carry out a Group Research Assignment and work on their final M.Sc. research proposal in the selected research theme. Modules 11-15 are covered at Faculty, the Netherlands.

Block 4: Consists of 8 modules in which students carry out the M.Sc. research based on the approved research proposal, write a thesis and defend it at the end. The thesis is supervised and assessed by scientific staff from both institutes,

Table 2. Module description of M.Sc. course in Geoinformatics.

Block	Module	Duration	Description
1	Core Modules	1	3 Weeks
		2	3 Weeks
		3	3 Weeks
2	Domain Modules	4	3 Weeks
		5	3 Weeks
		6	3 Weeks
		7	3 Weeks
		8	3 Weeks
		9	3 Weeks
		10	3 Weeks

3	Research Profile	11*	3 Weeks	Research Skills
		12*	3 Weeks	Advanced (Optional) Topics
		13*	3 Weeks	
		14*	3 Weeks	Group Research Assignment; Finalisation and Defence of Research Proposal
		15*	3 Weeks	
4	M.Sc. Research	16 - 25	6 months	M.Sc. Research: Thesis Writing and Defence (Module 16 coordinated at IITC, Module : 7-25 coordinated at IITC)

Established under M.P. Act No. 17 of 2007

ORDINANCE No. 74

M.Sc.(Tech) REMOTE SENSING

1. AIMS AND OBJECTIVE :- AIMS

The courses aim at providing critical understanding of the geo-information science and earth observation technology to generate, integrate, analyse, visualise and disseminate spatial data for various applications. Participants will gain skills in formulating and carrying out independent

2. NAME OF STATUTORY /REGULATORY BODY:- UGC

3. DURATION :- One & Half Year

4. ELIGIBILITY CRITERIA:- M.Sc. / M.Tech .(Applied Geology / Geology) with a minimum of 55% marks in H.Sc. & B.Sc.

5. ADMISSION PROCESS :- The admission in Postgraduate course is based on merit considering the academic performance and experience. Preference is given to Government-sponsored candidates.

6. FEES :- To be decided by the University ,as per regulatory authority.

7. NUMBER OF SEATS :- Number of seats shall be as per course approval by competent Authority.

8. CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

9. ATTENDANCE:- Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department. A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next

semester and will have to repeat that academic semester in the next academic session along with regular students.)

Semester I	Principles of Remote Sensing, Principles of Aerial Photography and Photogrammetric, Image Processing and Digital Computer Programming, Practical I
Semester II	Remote Sensing In Environmental Studies and Geotechnical Engineering, Remote Sensing in Earth Sciences and Mineral Exploration, Remote Sensing in Water Resource and Terrain Evaluation, Practical II
Semester III	Project work based on the Remote Sensing Application in Earth Sciences

Established under M.P .Act No-17 of 2007

LNCT UNIVERSITY, BHOPAL
Ordinance No-75
BACHELOR PHYSICAL EDUCATION (B .P.Ed.)

1.0 Course & Faculty

- 1.1 This ordinance shall be applicable to all one year (two semesters) and two years (Four semesters) Under Graduate degree courses except those for with the university has separate ordinances. These courses shall be run on semester system.
- 1.2 At present the Degree Under this Ordinance are Bachelor of Education (B.P. Ed.)
- 1.3 These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
- 1.4 More degree programmes can be offered under this ordinance on the recommendations of the Board of studies.
- 1.5 The ordinance shall be applicable to the University teaching departments/institute / school of this University.

2.0 DURATION

- 2.1 The duration of these course of study shall extend over two semester and Four semester for B.P. Ed.

3.0 INTAKE & FEES

- 3.1 The intake and fees of this course shall be decided by the Board of Management of the University from time to time, subject to the approval of Regulatory authority.
- 3.2 The basic unit of intake in a course will be 60 seats. Multiples of this unit can also be set up, subject to the approval of regulatory authority.

4.0 ACADEMIC YEAR

- 4.1 There will be one academic cycles every year, from July to June.

5.0 ELIGIBILITY

- 5.1 Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

- 5.2 B.P. Ed. – passed graduate examination with any subject from any recognized University or as equivalent.
- 5.3 Candidates appearing for their final year/semester of graduation examination and awaiting for their result can apply. They will have to provide proof of passing the degree within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

6.0 ADMISSION PROCEDURE

Admission under this course will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University /university's website/ or the student will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/ school/college certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill. The requirements & criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application from may be rejected due to any following reasons:
- The candidate does not fulfill the eligibility conditions
 - The prescribed fees are not enclosed.
 - The application from is not signed by the candidate and his/her parent guardian, wherever required.

- Supporting documents for admission are not enclosed.

- 6.6 Enrollment / registration number will be assigned to the student by the university after verification & submission of all the necessary documents / fees.
- 6.7 Admission rules as framed by the university shall be applicable for all admission from time to time.

7.0 COURSE STRUCTURE

This under graduate course in semester system shall consist of:

- 7.1 Such courses (papers) as prescribed by the University
- 7.2 Such job internship, lab work, practical in plant training, Projects etc. as may be prescribed by the University and.
- 7.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.4 The course curriculum of each course shall be recommended by the concerned Board of studies / faculty approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of study / faculty may change number of papers and / or marking scheme of the course after the due approval of Vice chancellor.
- 7.5 There will not be more than six course (Subjects) per semester.
- 7.6 The project Viva will be of 200 marks and Examiner will be present in the Viva.

8.0 MEDIA OF INSTRUCTION AND EXAMINATIONS

- 8.1 The media of instructions and examination shall be either Hindi or English.

9.0 EXAMINATION SCHEME AND ELIGIBILITY TO APPEAR IN END SEMESTER EXAMINATION

No candidates shall be allowed to take the term-end Semester Examination unless one has:

- 9.1 Attended at least 75% of lectures / practical delivered.

- 9.2 Paid all the fees due

- 9.3 Obtained 'No Dues' certificate from the concerned Department / college.
- 9.4 Submitted the job internship certificates / project Report, as notified by the Director /head / principal.
- 9.5 Received in – plant training as prescribed by the Director / Head /Principal.

Clause (i) above shall not be applicable to private candidates.

- 9.6 Each student shall have to appear in the examination of theory / practical and continuous comprehensive examination system (CCF)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the university.
- 9.7 50% marks of each paper will be earmarked of internal assessment (for each year, there will be at least two midterm examinations)
- 9.8 Main examination will carry 50% marks.
- 9.9 For passing the examination; the candidates that be required to secure at least 'D' Grade in University examination separately in the term – theory, practical and internal assessment in each of the prescribed paper in the subjects, practical are also to be cleared separately.
- 9.10 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 'B' Grade.

10.0 PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 There will be one semester end University Examination at the end of each semester.
- 10.3 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.
- 10.4 If a candidate fails in not more than two paper in any one semester examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.

- 10.5 There will be a full examination at the end of each Semester consisting theory and practical. The duration of examination period normally should not exceed 25 working days.
- 10.6 Provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.
- 10.7 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, he result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation mark sheet for each semester's will be issued separately and a composite mark sheet will be issued in the second semester once the candidate clears all the papers.

11.0 AWARD OF CREDITS/GRADES AND EXAM SCHEME

- 11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies/faculties and shall be approved by the Academic Council. Only approved courses can be offered during any semester.
- 11.2 The distribution of weightage /marks for each component shall be recommended by the respective Board of Studies/faculties and approved by Academic Council.
- 11.3 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end semester examinations and regulatory, as proposed by respective Board of Studies/faculties and approved by Academic Council.
- 11.4 For the award of degree and promotion to higher semester minimum Cumulative Grade Point (CGPA) required is 5.0.
- 11.5 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from outside the institute shall always be there.
- 11.6 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per

requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of their theory/practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)

- 11.7** Other than the provision of clause 11.6 above, a candidate shall not be permitted to reappear in that examination for improvement of division/Grade or for any other purpose.

11.8 Theory Block

(i)	Major Theory Exam	-	50%
(ii)	Minor Theory Exam	-	20%
(iii)	Attendance, Aptitude & Discipline	-	15%
(iv)	Class Tests/Assignment/ Quizes	-	15%
Total		-	100%

11.9 Practical Block

(i)	Lab work and performance, Quizzes, assignments and Attendance	-	50%
(ii)	End-semester examination	-	50%
Total		-	100%

Practical training, and project work shall be treated as practical subjects.

- 11.10** In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

- 11.11** The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.12 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{CGPA} = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where C_i is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated p_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\text{CGPA} = \frac{\sum_{j=1}^n SG_j NC_j}{\sum_{j=1}^n NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, n$, are the number of semesters in that programme.

11.13 Credit earned in particular course will be

Credits earned=Grade point X Total Credits assigned to particular course

12.0 Condensation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

12.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor.

13.0 Award of Division

13.1 Division shall be awarded only after the final semester and final semester examination bases on integrated performance of the candidate for all the four years as per followings details.

CGPA Score	Division
$7.5 \leq \text{CGPA}$	First Division With Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	Second Division
$\text{CGPA} < 5.0$	Fail

14.0 Conversion From Grade to Percentage Marks

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored $\frac{\text{CGPA obtained}}{10} \times 100$

15.0 Merit Lists

15.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each branch from amongst the candidates who have passed in one attempt.

15.2 Final merit list shall be declared by the University only after the main examination of final semester for each degree, on the basis of the integrated performance of both

the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

16.0 Maximum Duration of Completion of Course

A candidate has to complete the entire course of under graduate degree within a maximum period of four years from the session of first admission in B.P. Ed.) while two years.

17.0 Examination Centers

University examination centers will be notified by the University.

18.0 General

18.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

18.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

18.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

18.4 The provisions in this ordinance will change automatically as per regulatory authority (NCERT) recommendations in future.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 76

Master of Physical Education

TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE
PROGRAMS

1. COURSE & FACULTY

1.1 this ordinance shall be applicable to all to years (four semester) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Physical Education (M.P.ED.)

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 the intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

ACADEMIC YEAR

4.1 There will be one Academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.B.A. M.A. and M.S.W. Bachelor Degree (Hons./Pass) from any recognized University in any discipline (such as Commerce, Arts, Science, Engineering, Management, etc.
- 5.1.2 M.Com : Bachelor of Commerce Degree (Hons. / Pass) from any recognized University.
- 5.1.3 M.Sc.: Bachelor of Science Degree (Hons. / Pass) with major subject in the relevant subject from any recognized University.
- 5.1.4 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed.
- 6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.

6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of Instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/ Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.

9.1.5 Received in plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private /Ex candidates.

9.2 Each student shall have to appear in the Examination of Theory/ Practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations).

9.2.2 Main examination will carry 50% marks.

9.2.3 for passing the examination; the candidate that be required to secure at least 'D' Grade in

university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.

- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.**
- 11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.**
- 11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)**
- 11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.**
- 11.3 Practical Training and Project work shall be treated as Practical Subjects.**
- 11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.**
- 11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.**
- 11.3.3 The grades to be used and their numerical equivalents are as under:**

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory

D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^n SG_j NC_j}{\sum_{j=1}^n NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the four years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With honours
$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	II nd division
$\text{CGPA} < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

Established under M.P .Act No-17 of 2007**LNCT UNIVERSITY,BHOPAL
Ordinance No-77
EDUCATION (B .Ed)****1.0 Course & Faculty**

- 1.1 This ordinance shall be applicable to all one year (two semesters) and two years (Four semesters) Under Graduate degree courses except those for with the university has separate ordinances. These courses shall be run on semester system.
- 1.2 At present the Degree Under this Ordinance are Bachelor of Education (B. ED.)
- 1.3 These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
- 1.4 More degree programmes can be offered under this ordinance on the recommendations of the Board of studies.
- 1.5 The ordinance shall be applicable to the University teaching departments/Institute / school of this University.

2.0 DURATION

- 2.1 The duration of these course of study shall extend over two year and Four semester for B. Ed.

3.0 INTAKE & FEES

- 3.1 The Intake and fees of this course shall be decided by the Board of Management of the University from time to time, subject to the approval of Regulatory authority.
- 3.2 The basic unit of intake in a course will be 60 seats. Multiples of this unit can also be set up, subject to the approval of regulatory authority.

4.0 ACADEMIC YEAR

- 4.1 There will be one academic cycles every year, from July to June.

5.0 ELIGIBILITY

- 5.1 Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

- 5.2 B.Ed. – passed graduate examination with any subject from any recognized University or as equivalent.**
- 5.3 Candidates appearing for their final year/semester of graduation examination and awaiting for their result can apply. They will have to provide proof of passing the degree within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.**

6.0 ADMISSION PROCEDURE

Admission under this course will be made as follows:

- 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.**
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University /university's website/ or the student will be informed directly of their admission after the last date of application.**
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/ school/college certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.**
- 6.4 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill. The requirements & criteria of the admission the provisional admission granted to him will be cancelled.**
- 6.5 The application from may be rejected due to any following reasons:**
- **The candidate does not fulfill the eligibility conditions**
 - **The prescribed fees are not enclosed.**
 - **The application from is not signed by the candidate and his/her parent guardian, wherever required.**

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- Supporting documents for admission are not enclosed.

- 6.6 Enrollment / registration number will be assigned to the student by the university after verification & submission of all the necessary documents / fees.
- 6.7 Admission rules as framed by the university shall be applicable for all admission from time to time.

7.0 COURSE STRUCTURE

This under graduate course in semester system shall consist of:

- 7.1 Such courses (papers) as prescribed by the University
- 7.2 Such job internship, lab work, practical in plant training, Projects etc. as may be prescribed by the University and.
- 7.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.4 The course curriculum of each course shall be recommended by the concerned Board of studies / faculty approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of study / faculty may change number of papers and / or marking scheme of the course after the due approval of Vice chancellor.
- 7.5 There will not be more than six course (Subjects) per semester.
- 7.6 The project Viva will be of 200 marks and Examiner will be present in the Viva.

8.0 MEDIUM OF INSTRUCTION AND EXAMINATIONS

- 8.1 The medium of instructions and examination shall be either Hindi or English.

9.0 EXAMINATION SCHEME AND ELIGIBILITY TO APPEAR IN END SEMESTER EXAMINATION

No candidates shall be allowed to take the term-end Semester Examination unless one has:

- 9.1 Attended at least 75% of lectures / practical delivered.
- 9.2 Paid all the fees due

- 9.3 Obtained 'No Dues' certificate from the concerned Department / college.
- 9.4 Submitted the Job Internship certificates / project Report, as notified by the Director /head / principal.
- 9.5 Received in – plant training as prescribed by the Director / Head /Principal.

Clause (i) above shall not be applicable to private candidates.

- 9.6 Each student shall have to appear in the examination of theory / practical and continuous comprehensive examination system (CCF)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the university.
- 9.7 50% marks of each paper will be earmarked of internal assessment (for each year, there will be at least two midterm examinations)
- 9.8 Main examination will carry 50% marks.
- 9.9 For passing the examination; the candidates that be required to secure at least 'D' Grade in University examination separately in the term – theory, practical and internal assessment in each of the prescribed paper in the subjects, practical are also to be cleared separately.
- 9.10 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 'B' Grade.

10.0 PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 There will be one semester end University Examination at the end of each semester.
- 10.3 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.
- 10.4 If a candidate fails in not more than two paper in any one semester examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.

- 10.5** There will be a full examination at the end of each Semester consisting theory and practical. The duration of examination period normally should not exceed 25 working days.
- 10.6** Provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.
- 10.7** Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, he result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation mark sheet for each semester's will be issued separately and a composite mark sheet will be issued in the second semester once the candidate clears all the papers.

11.0 AWARD OF CREDITS/GRADES AND EXAM SCHEME

- 11.1** Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies/faculties and shall be approved by the Academic Council. Only approved courses can be offered during any semester.
- 11.2** The distribution of weightage/marks for each component shall be recommended by the respective Board of Studies/faculties and approved by Academic Council.
- 11.3** A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end semester examinations and regulatory, as proposed by respective Board of Studies/faculties and approved by Academic Council.
- 11.4** For the award of degree and promotion to higher semester minimum Cumulative Grade Point (CGPA) required is 5.0.
- 11.5** To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from outside the institute shall always be there.
- 11.6** If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per

requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of their theory/practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)

11.7 Other than the provision of clause 11.6 above, a candidate shall not be permitted to reappear in that examination for improvement of division/Grade or for any other purpose.

11.8 Theory Block

(i)	Major Theory Exam	-	50%
(ii)	Minor Theory Exam	-	20%
(iii)	Attendance, Aptitude & Discipline	-	15%
(iv)	Class Tests/Assignment/Quizes	-	15%
Total		-	100%

11.9 Practical Block

(i)	Lab work and performance, Quizzes, assignments and Attendance	-	50%
(ii)	End-semester examination	-	50%
Total		-	100%

Practical training, and project work shall be treated as practical subjects.

11.10 In each semester, there will normally be one mid semester test and 4 class tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.

11.11 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity. The grades to be used and their numerical equivalents are as under:

Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
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A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30& below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.12 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\sum_{i=1}^n c_i p_i$$

CGPA=

$$\sum_{i=1}^n c_i$$

Where C_i is the number of credits offered in the i^{th} subject of a Semester for which SGPA is to be calculated p_i is the corresponding grade point earned in the i^{th} subject, where $i=1,2,\dots,n$, are the number of subjects in that semester.

$$\sum_{j=1}^n SG_j NC_j$$

CGPA=

$$\sum_{j=1}^n NC_j$$

Where NC_j is the number of total credits offered in the J^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j=1,2,\dots,n$, are the number of semesters in that programme.

11.13 Credit earned in particular course will be

Credits earned = Grade point X Total Credits assigned to particular course

12.0 Condensation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in each semester.

12.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor.

13.0 Award of Division

13.1 Division shall be awarded only after the final semester and final semester examination bases on integrated performance of the candidate for all the four years as per followings details.

CGPA Score	Division
$7.5 \leq \text{CGPA}$	First Division With Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	Second Division
$\text{CGPA} < 5.0$	Fail

14.0 Conversion From Grade to Percentage Marks

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored $\frac{\text{CGPA obtained}}{10} \times 100$

15.0 Merit Lists

15.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each branch from amongst the candidates who have passed in one attempt.

Final merit list shall be declared by the University only after the main examination of final semester for each

degree, on the basis of the Integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

16.0 Maximum Duration of Completion of Course

A candidate has to complete the entire course of under graduate degree within a maximum period of four years from the session of first admission in B.Ed. while two years.

17.0 Examination Centers

University examination centers will be notified by the University.

18.0 General

- 18.1** In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 18.2** In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 18.3** In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 18.4** The provisions in this ordinance will change automatically as per regulatory authority (NCERT) recommendations in future.

Established under M.P. Act No. 17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 78

Master of Education(M.ed)

1. COURSE & FACULTY

1.1 This ordinance shall be applicable to all to years (four semesters) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1. At present the programs covered under this ordinance are Master of Education (M, Ed.).

1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

2.1 The duration of these courses of study are of two years (Four semesters,)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

3.1 the Intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, If any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, If any.

4. ACADEMIC YEAR

4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 M.Ed : Passed B.Ed Examination from any recognized University Or as equivalent.

5.1.4 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.

6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled

6.5 The application form may be rejected due to any of the following reasons:

6.5.1 The candidate does not fulfill the eligibility conditions.

6.5.2 The prescribed fees are not enclosed

6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.5.4 Supporting documents for admission are not enclosed.

6.6 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.

6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/ Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.

9.1.5 Received in plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private /Ex candidates.

9.2 Each student shall have to appear in the Examination of Theory/ Practical and Condolous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

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9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately In the term – end theory, practical and internal assessment In each of the prescribed paper In the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.

10.5 provided further that if a candidate fails In some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be Issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and

regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal

F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

$$\sum_{i=1}^n C_i$$

11.3.4 Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m \text{SGPA}_j \text{NC}_j$$

$$\text{CGPA} = \frac{\sum_{j=1}^m \text{SGPA}_j \text{NC}_j}{\sum_{j=1}^m \text{NC}_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SGPA_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With honours
$7.5 > \text{CGPA} \geq 7.0$	First Division
$7.0 > \text{CGPA} \geq 6.5$	II nd division
$\text{CGPA} < 6.5$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

15.1 University examination centers will be notified by the university.

16. GENERAL

16.1 in matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.

16.3 in case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

**Established under M. P. Act No. 17 of 2007
ORDINANCE No.79**

**DIPLOMA AND CERTIFICATE COURSE IN VARIOUS
VOCATIONAL TRADES AND SKILLS**

1.0 AIMS

University shall impart various courses in Vocational Trades & Skill Development for gainful employment, generation to rural youth. The course will lead for the award of Diploma and certificates. The candidates will be given quality technology knowledge and practical training in different courses. The Diploma and Certificate with sound knowledge shall develop a candidate as a profitable entrepreneur

2.0 NAME OF STATUTORY /REGULATORY BODY:- NCVT

3.0 DURATION

The duration for the courses will vary from courses to courses between 3 to 12 months

4.0 INTAKE & FEES

FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

5.0 QUALIFICATION : The qualification of candidates for different courses will be as per NCVT & Govt. norms.

6.0 ADMISSION PROCEDURE :-

Admission under these courses will be made as follows:

- a) The University will issue admission notification in newspapers, the university's website, notice Board of the University and publicity in media before the start of every cycle.
- b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the Notice Board of the University /University website /or the student will be informed direct of their admission.
- c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however must produce

the previous year mark sheet/ school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to present marks sheet of the qualifying examination within a month from the date of admission, failing which the provisional admission granted to them will be cancelled.

d) The application form may be rejected due to any of the following reasons:-

- The candidates do not fulfill the eligibility conditions
- The prescribed fees are not deposited.
- The application form is not signed by the candidate / parent / guardian, wherever required.
- Supporting documents for admission are not enclosed

e) Enrollment Registration number will be assigned to the student by the University after verification & submission of all necessary documents/fees.

f) Admission rules as framed by the University shall be applicable for all admissions from time to time.

7.0 Course structure

The diploma & certificate courses in various vocational trades and skills shall consist of :

- a) Syllabus as prescribed by the University
- b) Internship, lab work, practical, in-plant training, project etc. as may be prescribed by the University
- c) Scheme of Examination as prescribed by the Board of Management of University from time to time.
- d) The curriculum of each course shall be based on recommendation of the academic council of the University. The academic council of the University on the Recommendation of the concerned Board of Studies may change number of paper and/ or marking scheme of the course after the due approval of Vice Chancellor.
- e) If required in a programme, a student shall be required to submit a project report, based on the areas of his /her specialization project report certified by the concerned organization concerned to the coordinator /teacher concerned and shall also be submitted and one copy to the registrar of the University for evaluation.
- 1) Medium of Instruction and Examination
The medium of instruction and examination shall be either Hindi or English
- 2) Examination Scheme

- a) Each Student shall have to appear in the examination of theory / practical and continuous internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 30% marks of each paper will be earned in internal assessment (for each semester, there will be two separate evaluations of 15 marks each.)
 - Main examination will carry 70% of marks.
 - For passing the examination the candidate must be required to secure at least 30% marks in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% of marks wherever applicable.
- b) Each certificate program shall have one theory and one practical paper. The Diploma course may have one theory /practical papers that are decided by the Board of Studies for each course.

8.0 LIST OF VOCATIONAL COURSES: As per NCVT norms -

- 1 Accountancy & Auditing
- 2 Banking
- 3 Marketing and Salesmanship
- 4 Office Secretaryship/Stenography
- 5 Food Preservation
- 6 Poultry Farming
- 7 Fisheries/Fish Processing
- 8 Dairying
- 9 Medical Laboratory/Technology Assistants
- 10 Health Worker
- 11 Nursing
- 12 Child Care & Nutrition
- 13 Crop Cultivation/Production
- 14 Sericulture
- 15 Agriculture
- 16 Floriculture

- 17 Plant Protection
- 18 Textile Designing
- 19 Civil construction/Maintenance
- 20 Mechanical Servicing
- 21 Agricultural Chemicals
- 22 Inland Fisheries
- 23 Plantation Crops & Management
- 24 Seed Production Technology
- 25 Swine Production
- 26 Vegetable Seed Production
- 27 Medicinal & Aromatic Plant Industry
- 28 Sheep and Goat Husbandry
- 29 Repair & Maintenance of Power Driven Farm Machinery
- 30 Veterinary Pharmacist-cum- Artificial Insemination Asstt.
- 31 Agro Based Food Industries (Animal based)
- 32 Agro Based Food Industries(Crop based)
- 33 Agro Based Industries (Feed based)
- 34 Post Harvest Technology
- 35 Fish Seed Production
- 36 Fishing Technology
- 37 Cooperation
- 38 Export-Import Practices and Documentation
- 39 Insurance
- 40 Purchasing & Store Keeping
- 41 Taxation Practices/Taxation Laws/Tax Assistant
- 42 Audio Visual Technician
- 43 Maintenance Repair of Electrical Domestic Appliances
- 44 Health Sanitary Inspector
- 45 Hospital Documentation

- 46 Hospital House Keeping
- 47 Ophthalmic Technician
- 48 Physiotherapy & Occupational Therapy
- 49 X-Ray Technician
- 50 Multi Rehabilitation Worker
- 51 Catering and Restaurant Management
- 52 Institutional House Keeping
- 53 Pre School & Crèche Management
- 54 Commercial Garment Designing and Making
- 55 Interior Design
- 56 Library and Information Science
- 57 Tourism and Travel Techniques
- 58 Instrumental Music (Percussion Table)
- 59 Classical Dance (Kathak)
- 60 Indian Music (Hindustani Vocal Music)
- 61 Horticulture
- 62 Soil Conservation
- 63 Industrial Management
- 64 Receptionist
- 65 Basic Financial Services
- 66 Office Management
- 67 Building and Road Construction
- 68 Building Maintenance
- 69 Ceramic Technology
- 70 Computer Technology
- 71 Rural Engineering Technology
- 72 Material Management Technology
- 73 Rubber Technology
- 74 Structure and Fabrication Technology

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|-----|---|
| 75 | Sugar Technology |
| 76 | Tanneries |
| 77 | Clothing for the family |
| 78 | Health Care and Beauty Culture |
| 79 | Bleaching, Dying and Fabric Painting |
| 80 | Knitting Technology |
| 81 | Bio Medical Equipment & Technician |
| 82 | Dental Hygienist |
| 83 | Dental Technician |
| 84 | Multi Purpose Health Worker |
| 85 | Pharmacist |
| 86 | ECG and Audlometric Technician |
| 87 | Nutrition and Dietetics |
| 88 | Auxiliary Nurse and Mid Wives |
| 89 | Primary Health Worker |
| 90 | Photography |
| 91 | Commercial Art |
| 92 | Physical Education |
| 93 | Bhartnattayam |
| 94 | Cotton Classifier |
| 95 | Printing Technology |
| 96 | Surveying |
| 97 | Printing & Book Binding |
| 98 | Automobile Mechanic |
| 99 | Automobile Engineering Technology |
| 100 | Information Technology |
| 101 | Radio and Television Engineering |
| 102 | Electronics Technology |
| 103 | Computer Graphics Animation |

- 104 Electronics Engineering Technician
- 105 Radio & TV Maintenance & Repairs
- 106 Domestic Electronic and Project Equipment
- 107 General Machinist
- 108 Electrical Motor Winding
- 109 Maintenance & Servicing of Textile Machinery
- 110 Dress Designing and Making
- 111 Accountancy and Taxation
- 112 Construction Technology, Water Supply & Sanitary Engg.
- 113 Office Assistantship
- 114 Automobile Engineering Technician
- 115 Food Preservation and Processing
- 116 Mushroom Culture
- 117 Preservation & Processing of Fruits & Vegetables
- 118 Air Conditioners & Refrigerator Mechanics
- 119 Computer Assembly & Maintenance
- 120 Mining Geology
- 121 Consumer & Industrial Electronics Mechanics
- 122 Business Math Statistics
- 123 Computer Science
- 124 Live Stock Management (Poultry Husbandry)
- 125 Nursery Management and Ornamental Gardening
- 126 Fruit and Vegetables
- 127 Co-operative Management
- 128 Office Secretaryship with Accountancy

9.0 Course Duration : The duration of course will be as per NCVT Norms.

10.0 Examination Centre : The Centre of Examination shall be as per norms of NCVT.

11.0 Scheme of Examination: As per guidelines of NCVT.

Established under M.P.Act.No-17 of 2007

LNCT UNIVERSITY, BHOPAL

ORDINANCE No. 80

M. Sc. Clinical Research

1. **AIMS:-** Master programs in Clinical Research cater the ever increasing need of qualified and skilled clinical research professionals. These programs aim to show the students that this branch of science is complementary to and compatible with a sound philosophy of drug discovery.

OBJECTIVE of the course: To provide a comprehensive Introduction to the clinical research process. Learn the skills, knowledge and competencies of a candidate for the various job prospects in all aspects of Clinical Research. Become more familiar with roles/jobs as part of the study team.

2. **NAME OF STATUTORY/ REGULATORY BODY :-** UGC

3. **DURATION:-** The Duration of Course is 2 years.

4. **ELIGIBILITY :** Graduate from a recognized University in Health Sciences(MBBS / BDS / BAMS / BHMS / BUMS / BVSc / BSSM)
OR
Graduate from a recognized University in Allied Health Sciences[BMLT / BSc MLT / BPT / BMIT / BSc MIT / BHIA / BSc HIA / BOT / BSc (SP & Hg) / BASLP / BSc (Opt) / Pharmacy (B Pharm)]
OR
Graduate from a recognized University in Life Science(Biotech / Botany / Zoology / Microbiology / Chemistry / Nursing / Home Science / Food and Nutrition).

5. **ADMISSION PROCESSES :-**Admissions are done at institutional level According to merit and the reservation rules are followed as per Norms of the Government ..

6. **CANCELLATION OF ADMISSION :-** In case of Producing false documents and non payment of the fees, the admission will be cancelled.

7. **FEES:-**The fees of the course shall be decided by board of management of University. The university

from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

8. ATTENDANCE

Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

9. STANDARD OF PASSING / DIVISION

Candidates who have passed all the examination of MHA the course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction : 70% and above
First Division : 60% and above but less than 70%
Second Division : 50% and above but less than 60%
Pass Division : 40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals

10. MODE OF EXAMINATION:-Semesters wise

11. Medium of Instruction: English

Sub. Code	Subjects Title	Semester
MCR0001	Fundamentals of clinical operation	I Semester
MCR0002	Regulatory Affairs-1	

MCR0003	Clinical Data Management	
MCR0004	Statistics for Clinical Research	
MCR0005	Basics of Pharmacy, Drug Discovery & Development	
MCR0009	IPR & Data Exclusivity, Bioethics in Clinical Research	II Semester
MCR0010	Regulatory Affairs-II	
MCR0011	Preclinical Studies safety & Ethics	
MCR0012	Clinical Data Management	
MCR0017	Clinical Studies PK, BA, BE studies	III Semester
MCR0018	Botanicals, Food & Nutraceuticals	
MCR0019	Clinical Data Management	
MCR0020	Special Regulatory Process	
MCR0021	Project: Protocols & Application	
MCR0025	Project Management & Business Development	
MCR0026	Audit & Inspection	
MCR0027	Pharmacovigilance & Safety Monitoring	
MCR0028	Reporting & Medical Writing	
MCR0029	Internship	
MCR0032	SAS Certification	

Methodology of Teaching : Classes through Projectors, Seminars and Presentation, Industrial Training

Established under M.P., Act NO. 17 of 2007

ORDINANCE NO.81

DIPLOMA IN CRITICAL CARE MEDICINE

1. AIMS

Critical Care Medicine is an established specialty in most developed countries.

In some countries specialists in other clinical disciplines undergo additional training to become intensivists. In some others it is considered a sub-specialty of Anesthesiology or Internal Medicine.

Diploma in Critical Care Medicine can be considered the first step towards the development of critical care as a specialty in India.

This diploma program is offered over a one year period and is mainly designed to suit intermediate grade medical officers serving in the Intensive Care units of this country.

2. POTENTIAL BENEFITS

Acquisition of this diploma is considered useful to;

- Qualify for promotion to grade 1 medical officers in the Ministry of Health
- Improve standards of intensive care through improved knowledge and skills.
- help the private sector ICUs get their medical officers trained in Critical Care Overall Design

This diploma programme will be offered annually, conducted by PGIM, full-time, over a one year period, incorporating a hybrid of a competency based training programme and a credit point scheme for theory.

The teachers shall constitute mainly specialists from Anesthesiology, Internal Medicine, Paediatrics, Obstetrics and Gynecology and Surgery who have undergone specific training to become trainers or are considered in-charge officers of a recognized ICU for training.

BROAD OBJECTIVES AND LEARNING OUTCOMES

Students awarded this qualification should have demonstrated

1. A high level of understanding and knowledge in critical care medicine, together with an awareness of current subject developments, where appropriate

2. **An understanding of subject methodology and the ability to use it in their studies and, where appropriate, in professional practice. Typically, holders of a qualification at this level will be able to:**
 - 1 **Deal with complex issues systematically, and in collaboration with colleagues, make sound judgments using incomplete data and communicate their conclusions clearly and confidently to a range of audiences**
 - 2 **Demonstrate self-direction and self-confidence in problem solving and the ability to plan and implement tasks at a professional or equivalent level**
 - 3 **Demonstrate the ability to advance their knowledge and understanding and to develop new skills;**
 - 4 **Exercise Initiative and personal responsibility;**
 - 5 **Learn and work independently, when required for continuing professional development.**

COURSE ADMINISTRATION

The delivery of the course and evaluation shall be organized by the LNCT University through its Board of Study In Medical Courses.

TARGET GROUP

Medical officers currently serving in Public and Private sector ICUs(priority) and those who have training/ experience in the said arena.

FEES

The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

ELIGIBILITY CRITERIA

Prospective applicants must satisfy the following requirements.

- (a) **A medical degree registered * with the State Medical Council.**
- (b) **Satisfactory completion of internship acceptable to the State Medical Council.**

- (c) Satisfactory completion of one year of post Internship in Medical/ Clinical practice in a university/public/private sector institution in India.
- (d) The criteria prescribed in paragraphs (a) to (c) must have been satisfied by the applicants as at the date of closure of applications, provided that where a short-fall has occurred due to any reasons including Sick, Maternity or Other leave, the doctor concerned should complete such shortfall in order to become eligible to apply for the Selection examination.
- (e) Any other requirement/s stipulated by the Board of Study relevant to a particular field of study concerned that has/have been approved by the Board of Management.
- * foreign nationals who seek to apply to register for selection examinations should possess a medical degree registrable with the State Medical Council. The decision of the Board of Management will be final in all such applications. A quota for the private sector is presently available for most courses.
- (f) Pass the Screening test

SCREENING TEST

This shall be a 3 hour Multiple Choice Question paper consisting of 60 questions. Each question shall have 5 true/false responses. There shall be no carrying forward of negative marks from one question to another. Twenty candidates shall be selected annually to follow the diploma training programme based on merit of this test. There shall be no limitation on the number of attempts a candidate could participate in the screening test.

ORIENTATION COURSE

The selected candidates will follow an orientation course that shall incorporate courses in basic life support and emergency life support.

DURATION OF THE COURSE

One year

MAXIMUM INTAKE FOR A YEAR

20

EXCEPTIONS AND EQUIVALENCE

Would be considered later – currently not available

CURRICULUM

As specified by LMCT University

Proposed Syllabus

The syllabus outline is prepared based on the CoBaTrICE model (Competency-based training in Intensive Care Medicine in Europe). However, since there shall be many limitations in relation to competency assessment, modifications are proposed, based on the conventional model of training.

The course shall adopt a credit system for theory (1 credit = 15 hours of lectures/tutorial). The full curriculum structure includes 40 weeks of clinical training and theory of 14 credits.

Course (Module) coding: The first two letters indicate the degree course (CM= Critical Care Medicine) followed by a space, then the series level and course number (two digits).

Course Code Course Description Credits

Course Code	Course Description	Credits
CM 601	Resuscitation	01
CM 602	Anatomy & Physiology	01
CM 603	Pharmacology	01
CM 604	Mechanical Ventilation	01
CM 605	Knowledge to Support Clinical Practice	01
CM 606	Clinical Management Planning	01
CM 607	Use of Equipment	01
CM 608	Physics and Measurement	01
CM 609	Specialist Diseases and Syndromes	02
CM 610	Patient Transport	01
CM 611	Imaging	01
CM 612	Information Technology	0.5
CM 613	Audit & Evidence Based Medicine	01
CM 614	Medical Ethics	0.5
TOTAL		14

40 weeks of clinical training (with 80% attendance) will have to be completed during the course, as a MO ICU in a recognized ICU as following.

General ICU

24 wks (Special periods in Renal, Endocrine, Metabolism, toxicology including Portfolio)

Paediatric ICU

02 wks

Anaesthesia

04 wks

Neuro ICU

02 wks

Cardiac ICU

04 wks

Accident and Emergency Unit

04 wks.

The ICUs intending to become training centres would have to apply for

**PGIM recognition on a pre prepared application form (See Appendix 1).
ASSESSMENT PROCEDURE**

In course continuous assessment 40% marks (based on modified CoBaTrICE logbook)

Final Examination 60% marks (Best response question paper 20%, Short Essay Questions 20%, OSCE based Viva 20%)

IN COURSE CONTINUOUS ASSESSMENT 40% MARKS

This is a collated mark of scores given by each PGIM appointed supervisor for each segment of clinical training adjusted to the duration of each clinical appointment

Final Examination 60% marks

1. Best response question paper 20%

1.1. 2 hour paper, 40 questions

2. Short Essay Questions 20%

2.1. 1½ hour paper – Answer 4 out of 6 questions

3. OSCE based Viva 20%

3.1. 6 stations 10 minutes each

3.2. Single viva examiner for each station

Allocation of marks for Continuous Assessment during Clinical Training

Marks will be allocated by PGIM recognized supervisors (in confidence) in each segment of clinical training with an indication of a breakdown score for each area detailed in the table below i.e. for knowledge, skills, attitudes and behavior.

Appendix 1 The recognition of ICUs for training

The Board of Study of Multi-Disciplinary Study courses shall recognize ICU suitable for training based on following features and this will be reviewed regularly.

The ICUs serving as training centres is expected to be capable of providing high standard of general Intensive care including complex multi system life support such as mechanical ventilation, renal support services, invasive cardiac monitoring for several days. Following practices and features are favoured.

- **Defined admission, discharge and referral policies**
- **Minimum of 6 beds**

- The number of mechanically ventilated patients per annum
- Availability of an In charge Specialist (May be an anesthesiologist, physician, paediatrician or a surgeon)
- 1:1 nursing
- Availability of suitable infection control and isolation procedures
- Availability of support staff as appropriate
- Ability to submit an audit of the previous year

Appendix 2 Domains

DOMAIN COMPETENCE STATEMENT

Each domain will elaborate on the skills, knowledge, behavior and attitude required.

1. RESUSCITATION & INITIAL MANAGEMENT OF THE ACUTELY ILL PATIENT

1.1 Adopts a structured and timely approach to the recognition, assessment and stabilization of the acutely ill patient with disordered physiology

1.2 Manages cardiopulmonary resuscitation

1.3 Manages the patient post-resuscitation

1.4 Triage and prioritizes patients appropriately, including timely admission to ICU

1.5 Assesses and provides initial management of the trauma patient

1.6 Assesses and provides initial management of the patient with burns

1.7 Describes the management of mass casualties

2. DIAGNOSIS: ASSESSMENT, INVESTIGATION, MONITORING AND

DATA INTERPRETATION

2.1 Obtains a history and performs an accurate clinical examination

2.2 Undertakes timely and appropriate investigations

2.3 Describes indications for and assist echocardiography (transthoracic /transoesophageal)

2.4 Assist electrocardiography (ECG / EKG) and interpret the results

2.5 Obtains appropriate microbiological samples and interprets results.

2.6 Obtains and interprets the results from blood gas samples

2.7 Interprets chest x-rays

2.8 Liaises with radiologists to organise and interpret clinical imaging

- 2.9 Monitors and responds to trends in physiological variables**
- 2.10 Integrates clinical findings with laboratory investigations to form a differential diagnosis**

3. DISEASE MANAGEMENT

ACUTE DISEASE

- 3.1 Manages the care of the critically ill patient with specific acute medical conditions**

CHRONIC DISEASE

- 3.2 Identifies the implications of chronic and co-morbid disease in the acutely ill patient**

ORGAN SYSTEM FAILURE

- 3.3 Recognises and manages the patient with circulatory failure**
- 3.4 Recognises and manages the patient with, or at risk of, acute renal failure**
- 3.5 Recognises and manages the patient with, or at risk of, acute liver failure**
- 3.6 Recognises and manages the patient with neurological impairment**
- 3.7 Recognises and manages the patient with acute gastrointestinal failure**
- 3.8 Recognises and manages the patient with acute lung injury syndromes (ALI / ARDS)**
- 3.9 Recognises and manages the septic patient**
- 3.10 Recognises and manages the patient following toxication with drugs or environmental toxins**
- 3.11 Recognises life-threatening maternal peripartum complications and manages care under supervision**

4. THERAPEUTIC INTERVENTIONS/ SPECIFIC MANAGEMENT / ORGAN SYSTEM SUPPORT IN SINGLE OR MULTIPLE ORGAN FAILURE

- 4.1 Prescribes drugs and therapies safely**
- 4.2 Manages antimicrobial drug therapy with advice**
- 4.3 Administers blood and blood products safely**
- 4.4 Uses fluids and vasoactive / Inotropic drugs to support the circulation with Advice**
- 4.5 Describes the use of mechanical assist devices to support the circulation**

- 4.6 Initiates, manages, and weans patients from invasive and non-invasive ventilatory support under supervision**
- 4.7 Manages patients on renal replacement therapy**
- 4.8 Recognises and manages electrolyte, glucose and acid-base disturbances**
- 4.9 Co-ordinates and provides nutritional assessment and support**

5. PRACTICAL PROCEDURES

RESPIRATORY SYSTEM

- 5.1 Administers oxygen using a variety of administration devices**
- 5.2 Performs fibrotic laryngoscopes under supervision**
- 5.3 Performs emergency airway management**
- 5.4 Performs difficult and failed airway management according to local protocols**
- 5.5 Performs end tracheal suction along with chest physiotherapy**
- 5.6 Describes fiberoptic bronchoscope and BAL in the intubated patient**
- 5.7 Describes percutaneous tracheostomy**
- 5.8 Performs thoracocentesis via a chest drain**

CARDIOVASCULAR SYSTEM

- 5.9 Performs peripheral venous catheterization**
- 5.10 Performs arterial catheterization**
- 5.11 Describes a method for surgical isolation of vein / artery**
- 5.12 Describes ultrasound techniques for vascular localisation**
- 5.13 Performs central venous catheterisation**
- 5.14 Performs defibrillation and cardioversion**
- 5.15 Describes Cardiac pacing (transvenous or transcutaneous)**
- 5.16 Describes how to perform pericardiocentesis**

- 5.17 Demonstrates a method for measuring cardiac output and derived haemodynamic variables**

CENTRAL NERVOUS SYSTEM

- 5.18 Performs lumbar puncture (intradural / 'spinal') under supervision**

- 5.19 Manages and interprets Intracranial pressure monitoring**

GASTROINTESTINAL SYSTEM

- 5.20 Performs nasogastric tube placement**

- 5.21 Performs abdominal paracentesis**

- 5.22 Describes indications for, and safe conduct of endoscopy**

GENITOURINARY SYSTEM

- 5.24 Performs urinary catheterisation**

6. PERI-OPERATIVE CARE

- 6.1 Manages the pre- and post-operative care of the high risk surgical patient**

- 6.2 Describes care of the patient following cardiac surgery**

- 6.3 Manages the care of the patient following craniotomy under supervision**

- 6.4 Describes the care of the patient following solid organ transplantation**

- 6.5 Manages the pre- and post-operative care of the trauma patient under supervision**

7. COMFORT, PAIN RELIEF & RECOVERY

- 7.1 Identifies and attempts to minimise the physical and psychosocial consequences of critical illness for patients and families**

- 7.2 Manages the assessment, prevention and treatment of pain and delirium**

- 7.3 Manages the administration of analgesia via an epidural catheter**

- 7.4 Manages sedation and neuromuscular blockade**

- 7.5 Communicates the continuing care requirements of patients at ICU discharge to health care professionals, patients and relatives**

- 7.6 Manages the safe and timely discharge of patients from the ICU**

8. END OF LIFE CARE

- 8.1** Manages the process of withholding or withdrawing treatment with the multidisciplinary team
- 8.2** Discusses end of life care with patients and their families / surrogates
- 8.3** Manages palliative care of the critically ill patient
- 8.4** Describes brain-stem death testing
- 8.5** Manages the physiological support of the organ donor

9. PAEDIATRIC CARE

- 9.1** Describes the recognition of the acutely ill child and Initial management of paediatric emergencies
- 9.2** Describes principles of neonatal and paediatric mechanical ventilation in contrast to that in adults

10. TRANSPORT

- 10.1** Undertakes transport of the mechanically ventilated critically ill patient outside the ICU: with in the hospital and between hospitals
- 10.2** Describes the special considerations required during patient transport by air.

11. PATIENT SAFETY AND HEALTH SYSTEMS MANAGEMENT

- 11.1** Joins daily multidisciplinary ward round
- 11.2** Complies with local infection control measures
- 11.3** Identifies environmental hazards and promotes safety for patients & staff.4 Identifies and minimizes risk of critical incidents and adverse events, including complications of critical illness
- 11.5** Organizes a case conference
- 11.6** Critically appraises and applies guidelines, protocols and care bundles
- 11.7** Describes commonly used scoring systems for assessment of severity of illness, case mix and workload
- 11.8** Demonstrates an understanding of the managerial & administrative responsibilities of the ICM specialist

12. PROFESSIONALISM**COMMUNICATION SKILLS**

- 12.1** Communicates effectively with patients and relatives
- 12.2** effectively with members of the health care team
- 12.3** Maintains accurate and legible records / documentation
- 12.4** Provides explanations and teaches multidisciplinary members of critical care team.

PROFESSIONAL RELATIONSHIPS WITH PATIENTS AND RELATIVES

- 12.4** Involves patients (or their surrogates if applicable) in decisions about care and treatment
- 12.5** Demonstrates respect of cultural and religious beliefs and an awareness of their impact on decision making
- 12.6** Respects privacy, dignity, confidentiality and legal constraints on the use of patient data

PROFESSIONAL RELATIONSHIPS WITH PATIENTS AND RELATIVES

- 12.7** Collaborates and consults; promotes team-working and respects different opinions
- 12.8** Ensures continuity of care through effective hand-over of clinical information
- 12.9** Supports clinical staff outside the ICU to enable the delivery of effective care
- 12.10** Appropriately supervises, and delegates to others, the delivery of patient care

SELF GOVERNANCE

- 12.11** Takes responsibility for safe patient care
- 12.12** Formulates clinical decisions with respect for ethical and legal principles with advice
- 12.13** Seeks learning opportunities and integrates new knowledge into clinical practice
- 12.14** Participates in multidisciplinary teaching

**12.15 Participates in research or audit under supervision
and quality assurance**

**12.16 Participates in the team approach with respect for
team members**

13. BASIC SCIENCES (see Appendix 3)

Appendix 3 Basic Sciences

Applied ANATOMY

RESPIRATORY SYSTEM:

**Mouth, nose, pharynx, larynx, trachea, main bronchi, segmental
bronchi, structure of bronchial tree differences in the child**

**Airway and respiratory tract, blood supply, innervations and
lymphatic drainage**

Pleura, mediastinum and its contents

Lungs, lobes, microstructure of lungs

Diaphragm, other muscles of respiration, innervations

The thoracic inlet and 1st rib

Interpretation of a chest x-ray

CARDIOVASCULAR SYSTEM:

Heart, chambers, conducting system, blood and nerve supply

Congenital deviations from normal anatomy

Pericardium

Great vessels, main peripheral arteries and veins

Foetal and materno-foetal circulation

NERVOUS SYSTEM:

Brain and its subdivisions

**Spinal cord, structure of spinal cord, major ascending and
descending pathways**

**Spinal meninges, subarachnoid and extradural space, contents
of extradural space.**

Cerebral blood supply

CSF and its circulation

Spinal nerves, dermatomes

Brachial plexus, nerves of arm

Intercostal nerves

Nerves of abdominal wall

Nerves of leg and foot

Autonomic nervous system

Sympathetic innervation, sympathetic chain, ganglia and plexuses

Parasympathetic innervation.

Stellate ganglion

Cranial nerves: base of skull: trigeminal ganglion

Innervation of the larynx

Eye and orbit

VERTEBRAL COLUMN:

Cervical, thoracic, and lumbar vertebrae

Interpretation of cervical spinal imaging in trauma

Sacrum, sacral hiatus

Ligaments of vertebral column

Surface anatomy of vertebral spaces, length of cord in child and adult

SURFACE ANATOMY:

Structures in antecubital fossa

Structures in axilla: identifying the brachial plexus

Large veins and anterior triangle of neck

Large veins of leg and femoral triangle

Arteries of arm and leg

Landmarks for tracheostomy, cricothyrotomy

Abdominal wall (including the inguinal region): landmarks for suprapubic urinary and peritoneal lavage catheters

Landmarks for intrapleural drains and emergency pleurocentesis

Landmarks for pericardiocentesis

ABDOMEN:

Gross anatomy of intra-abdominal organs

Blood supply to abdominal organs and lower body

PHYSIOLOGY & BIOCHEMISTRY

GENERAL:

Organisation of the human body and homeostasis

Variations with age

Function of cells; genes and their expression

Mechanisms of cellular and humoral defence

Cell membrane characteristics; receptors

Protective mechanisms of the body

Genetics & disease processes

BIOCHEMISTRY:

Acid base balance and

buffers Ions e.g. Na^+ , K^+ , Ca^{++} , Cl^- , HCO_3^- , Mg^{++} ,

PO_4^- Cellular and intermediary metabolism; variations between organs Enzymes

BODY FLUIDS:

Capillary dynamics and interstitial fluid

Oncotic pressure

Osmolarity: osmolality, partition of fluids across membranes

Lymphatic system

Special fluids: cerebrospinal, pleural, pericardial and peritoneal fluids

HAEMATOLOGY & IMMUNOLOGY:

Red blood cells: haemoglobin and its variants

Blood groups

Haemostasis and coagulation; pathological variations

White blood cells

Inflammation and its disorders

Immunity and allergy

MUSCLE:

Action potential generation and its transmission

Neuromuscular junction and transmission

Muscle types

Skeletal muscle contraction

Motor unit

Muscle wasting

Smooth muscle contraction: sphincters

Cardiac muscle contraction

The cardiac cycle: pressure and volume relationships

Rhythmicity of the heart

Regulation of cardiac function; general and cellular

Control of cardiac output (including the Starling relationship)

Fluid challenge and heart failure

Electrocardiogram and arrhythmias

Neurological and humoral control of systemic blood pressures, blood volume and blood flow (at rest and during physiological disturbances e.g. exercise, haemorrhage and Valsalva manoeuvre)

Peripheral circulation: capillaries, vascular endothelium and arteriolar smooth muscle Autoregulation and the effects of sepsis and the inflammatory response on the peripheral vasculature

Characteristics of special circulations

Including: pulmonary, coronary, cerebral, renal, portal and foetal

RENAL TRACT:

Blood flow, glomerular filtration and plasma clearance

Tubular function and urine formation

Endocrine functions of kidney

Assessment of renal function

Regulation of fluid and electrolyte balance

Regulation of acid-base balance

Micturition

Pathophysiology of acute renal failure

RESPIRATION:

Gaseous exchange: O₂ and CO₂ transport, hypoxia and hyper- and hypocapnia, hyper- and hypobaric pressures

Functions of haemoglobin in oxygen carriage and acid-base

equilibrium Pulmonary ventilation: volumes, flows, dead space.

Effect of IPPV and PEEP on lungs and circulation

Mechanics of ventilation: ventilation/perfusion abnormalities

Control of breathing, acute and chronic ventilatory failure, effect of oxygen therapy

Non-respiratory functions of the lungs

Cardio-respiratory Interactions in health & disease

NERVOUS SYSTEM:

Functions of nerve cells: action potentials, conduction, synaptic mechanisms and transmitters

The brain: functional divisions

Intracranial pressure: cerebrospinal fluid, blood flow

Maintenance of posture

Autonomic nervous system: functions

Neurological reflexes Motor function: spinal and peripheral

Senses: receptors, nociception, special senses

Pain: afferent nociceptive pathways, dorsal horn, peripheral and central mechanisms, neuromodulatory systems, supraspinal mechanisms, visceral pain,

neuropathic pain, influence of therapy on nociceptive mechanisms

Spinal cord: anatomy and blood supply, effects of spinal cord section

LIVER:

Functional anatomy and blood supply

Metabolic functions

Tests of function

GASTROINTESTINAL:

Gastric function; secretions, nausea and vomiting

Gut motility, sphincters and reflex control

Digestive functions and enzymes

Nutrition: calories, nutritional fuels and sources, trace elements, growth factors

METABOLISM AND NUTRITION:

Nutrients: carbohydrates, fats, proteins, vitamins, minerals and trace elements

Metabolic pathways, energy

production and enzymes; metabolic rate

Hormonal control of metabolism: regulation of plasma glucose, response to trauma

Physiological alterations

in starvation, obesity, exercise and the stress response

Body temperature and its regulation

ENDOCRINOLOGY:

Mechanisms of hormonal control: feedback mechanisms, effect on membrane and intracellular receptors

Central neuro-endocrine interactions

Adrenocortical hormones

Adrenal medulla: adrenaline (epinephrine) and noradrenaline (norepinephrine)

Pancreas: insulin, glucagon and exocrine function

Thyroid and parathyroid hormones and calcium homeostasis

PREGNANCY:

Physiological changes associated with a normal pregnancy and delivery

Materno-foetal, foetal and neonatal circulation

Functions of the placenta: placental transfer

Foetus: changes at birth

PHARMACOLOGY**PRINCIPLES OF PHARMACOLOGY:**

Dynamics of drug-receptor interaction

Agonists, antagonists, partial agonists, inverse agonists

Efficacy and potency

Tolerance

Receptor function and regulation

Metabolic pathways; enzymes; drug: enzyme interactions;

Michaelis-Mentenequation

Enzyme inducers and inhibitors.

Mechanisms of drug action Ion channels: types: relation to receptors. Gating mechanisms. Signal transduction: cell membrane/receptors/ion channels to intracellular molecular targets, second messengers

Action of gases and vapours

Osmotic effects

pH effects

Adsorption and chelation

Mechanisms of drug Interactions:

Inhibition and promotion of drug uptake.

Competitive protein binding.

Receptor inter-actions.

Effects of metabolites and other degradation products.

PHARMACOKINETICS & PHARMACODYNAMICS

Drug uptake from: gastrointestinal tract, lungs, nasal, transdermal, subcutaneous, IM, IV, epidural and intrathecal routes Bioavailability Factors determining the distribution of drugs: perfusion, molecular size, solubility, protein binding.

The influence of drug formulation on disposition

Distribution of drugs to organs and tissues:

Body compartments Influence of specialised membranes: tissue binding and solubility

Materno-foetal distribution

Distribution in CSF and extradural space

Modes of drug elimination:

Direct excretion

Metabolism in organs of excretion: phase I & II mechanisms

Renal excretion and urinary pH

Non-organ breakdown of drugs

Pharmacokinetic analysis:

Concept of a pharmacokinetic compartment

Apparent volume of distribution

Antibiotics

Corticosteroids and other hormone preparations

Antacids. Drugs influencing gastric secretion and motility

Antiemetic agents

Local anaesthetic agents

Immunosuppressants

Principles of therapy based on modulation of inflammatory mediators indications, actions and limitations

Plasma volume expanders

Antihistamines

Antidepressants

Anticoagulants

Vitamins A-E, folate, B12

PHYSICS & CLINICAL MEASUREMENT

MATHEMATICAL CONCEPTS:

Relationships and graphs Concepts of exponential functions and logarithms: wash-in and washout Basic measurement concepts: linearity, drift, hysteresis, signal: noise ratio, static and dynamic response SI units: fundamental and derived units Other systems of units where relevant to ICM (e.g. mmHg, bar, atmospheres) Simple mechanics: Mass, Force, Work and Power

GASES & VAPOURS:

Absolute and relative pressure.

The gas laws; triple point; critical temperature and pressure

Density and viscosity of gases.

Laminar and turbulent flow; Poiseuille's equation, the Bernoulli principle Vapour pressure: saturated vapour pressure

Measurement of volume and flow in gases and liquids.

The pneumotachograph and other respirometers.

Principles of surface tension

ELECTRICITY & MAGNETISM:

Basic concepts of electricity and magnetism.

Capacitance, inductance and impedance

Amplifiers: bandwidth, filters

Amplification of biological potentials: ECG, EMG, EEG.

Sources of electrical interference

Processing, storage and display of physiological measurements

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Orders of kinetics**Clearance concepts applied to whole body and individual organs****Simple 1 and 2 compartmental models:****Concepts of wash-in and washout curves****Physiological models based on perfusion and partition coefficients****Effect of organ blood flow: Fick principle****Pharmacokinetic variation: influence of body size, sex, age, disease, pregnancy, anaesthesia, trauma, surgery, smoking, alcohol and other drugs****Effects of acute organ failure (liver, kidney) on drug elimination****Influence of renal****replacement therapies on clearance of commonly used drugs****Pharmacodynamics: concentration-effect relationships: hysteresis****Pharmacogenetics: familial variation in drug response****Adverse reactions to drugs: hypersensitivity, allergy, anaphylaxis, anaphylactoid reactions****SYSTEMIC PHARMACOLOGY****Hypnotics, sedatives and intravenous anaesthetic agents****Simple analgesics****Opioids and other analgesics; Opioid antagonists****Non-steroidal anti-inflammatory drugs****Neuromuscular blocking agents (depolarising and non-depolarising) and anticholinesterases****Drugs acting on the autonomic nervous system (including inotropes, vasodilators, vasoconstrictors, antiarrhythmics, diuretics)****Drugs acting on the respiratory system (including respiratory stimulants and bronchodilators)****Antihypertensives****Anticonvulsants****Anti-diabetic agents****Diuretics**

Established Under M.P. Act No17 Of 2007

ORDINANCE No. 82

BACHELOR OF JOURNALISM & MASS COMMUNICATION (BJMC)

3 YEARS COURSE

This ordinance shall be applicable for the award Bachelor Journalism & Mass Communication (BJMC) Degree.

1. ADMISSIONS –

Candidates seeking admission to the first year of Bachelor Journalism & Mass Communication (BJMC) course shall be required to have passed the Higher Secondary Examination (10+2) of M.P. Higher Secondary Board, or an examination recognized equivalent thereto. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list.

2. NAME OF STATUTORY /REGULATORY BODY :- UGC

3 FEES:-The fees for each courses shall be decided by board of management of university the of sets in each course will be as per norms.

3.1 NUMBER OF SEATS :- Number of seats shells be as per course approval by competent Authority.

4 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

5. ATTENDANCE:- Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next

semester and will have to repeat that academic semester in the next academic session along with regular students.)

6 THE DURATION OF COURSE WILL BE 3 YEARS SPREAD TO 6 SEMESTERS.

7 SEMESTER DURATION

An academic year shall be apportioned into two semesters with a working duration of about 20 weeks each. There shall be a break of 3 to 5 weeks after autumn semester and 6 to 10 weeks after the spring semester.

(a) The Academic Calendar shall be notified by the University each year before the start of the Academic Session.

(b) The academic break-up of the semesters devoted to instructional work shall be as below:

Imparting of instructions and/or laboratory work – 16 – 18 Weeks (including class tests, sessional exams etc.)

Semester-end Examination, including Practical / - 02 -04 Weeks Laboratory Examination.

8 COURSE PLANNING :

FIRST SEMESTER

Objectives of the Course: On completion of the course students should be able to:

- a. Equip themselves with the nuances of writing.
- b. Develop both linguistics and communication abilities.
- c. Write correctly using proper grammar, vocabulary, syntax, spellings and punctuation.
- d. Differentiate between Writing for Print Media and Writing for the Ear.
- e. List salient features of Writing for Print Media and Electronic Media and Ad Copies with Emphasis on their styles.

SECOND SEMESTER

Objectives of the Course: On completion of the course students should be able to:

- a. Describe Indian Journalism in a pluralistic society
- b. Enumerate the historical moments of print and broadcasting in India

c. Identify the contribution of press and broadcast in social communication Other semester's syllabus shall be prepared by the BOS in

- 9 Notwithstanding anything stated in this ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.**

Established Under M.P. Act No17 Of 2007

ORDINANCE No. 83

MASTES OF JOURNALISM & MASS COMMUNICATION (MJMC)

2 YEARS COURSE

This Ordinance shall be applicable to candidates admitted for Master of Journalism & Mass Communication (MJMC) degree.

- 1. The course for the degree in Master of Journalism & Mass Communication spread over two academic year or 4 semester and examination shall consist of two parts:**

- (c) **The previous examination, at the end of first year and**
- (d) **The final examination, at the end of second year**

**1.1 NAME OF STATUTORY /REGULATORY BODY: -
UGC**

1.2 FEES:-The fees for each courses shall be decided by board of management of university the of sets in each course will be as per norms.

1.3 NUMBER OF SEATS :- Number of seats shells be as per course approval by competent Authority.

1.4 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

- 2. A candidate who, after having passed the final examination for the BJMC degree from this University or in a Statutory University in India, has completed a regular course/ study in the teaching department of the University or in a college affiliated to the University, in the In which he offers himself for examination, for one year, shall be admitted to the previous examination fess degree of Master of Journalism and Mass Communication.**
- 3. (a) A candidate after passing the MJMC previous examination of the University has completed a regular course of study for one academic year in a teaching department of the University, in the subject in which he offers, himself for examination, for one**

academic year, shall be admitted to the final examination for the degree of Master of Journalism & Mass Communication.

(b) A candidate who has passed the previous examination for the degree of Master of Journalism & Mass Communication of another University may also be admitted to the final examination for the degree of Master of Journalism & Mass Communication after obtaining necessary permission from the Vice-Chancellor provided that he/she offered for his/her previous examination a course of study or an equivalent, standard with almost identical syllabus as is required for the previous examination of this University and has attended a regular course of study for one academic year in a teaching department of the University.

4. Besides regular students and ex-students and subjects to their compliance with this Ordinance, non-collegiate candidates shall be eligible for admission to the examination as per provisions of the Ordinance related matter and provided that if they fulfill other conditions of Ordinances.

5. a) The scope of studies shall be as prescribed by the Academic Council on the recommendation of the board of studies and the faculty of Media Communication from time to time and printed in the prospectus for the examination or published by notification.

b) The examination shall be conducted by means of written papers, in both previous and in final examination there.

6. The written examination shall be held as far as possible in the months of March, April every year, the date of commencement thereof having been notified in advance and at such centers as may be appointed by the Board of Management of the University.

7. In order to be successful at any of the previous and final examination an examinee must obtain at least:-

(i) 36% of marks in each of the theory papers separately.

(ii) 45% of marks in the total of all theory papers taken together.

8. (a) Examinees of the previous examination obtaining mark not less.
- (b) Successful candidates of the final examination shall be placed in a division on the basis of the total marks obtained at the previous and final examinations taken together, in accordance with the following scale:
- (i) Those obtaining 45% or more but less than 50% marks in the aggregate Thrd Division.
 - (ii) Those obtaining 50% or more but less than 60% of marks in the aggregate Second Division.
 - (iii) Those obtaining 60% or more marks in the aggregate First Division.
- (c) In the case of a candidate permitted to appear, after having passed the previous examination of another University, at the final examination of the University, the total marks obtained at the previous examination shall be, if they are out of an aggregate maximum marks more or less than the aggregate maximum marks of the University, reduced or raised proportionately as the custom may be, so as to make them out of an equal aggregate maximum marks.
9. (a) A regular candidate of a college or of a teaching department of the University, who, on obtaining marks less than the minimum pass marks prescribed by foregoing Para 8, has been declared to have failed or who, after having been duly admitted to the examination fails on account of or a similar bonafide reason to appear there to may reappear at subsequently as an ex-student in accordance with the provision and on fulfillment and the conditions of Ordinance and regulations.
- (b) An ex-student candidate for any of the examination shall offer the same papers which he/she had previously offered as a regular candidate unless on account of case to be a part of the examination or syllabus for the examination and he/she has been permitted by the Registrar to offer a different paper.

10. (a) Regular students undergoing regular course of studies in an affiliated college or a teaching department of the University, who have obtained not less than 60% marks MJMC. In (previous) examination may be permitted to offer at their final examination, dissertation or a project report in lieu of one of the theory papers from optional group, provided a provision for such dissertation project report has been made in the syllabus for the subject.
- (b) On being permitted to offer a dissertation a student shall prepare it on a problem not dealt earlier, assigned to him/her by the Head Department in the college or the University Teaching Department.
- (c) A regular student who has been permitted to offer, under the provisions of sub Para (a) dissertation shall send, through the Principal of the College or the Head of the Department concerned, three printed or typed copies of it duly countersigned by the Supervisor so as to reach the Registrar by a date preceding by three the date of commencement of the writer examination, any dissertation received after such a date shall not be accepted for the purpose of the examination.
- (d) An ex-student candidate for the final examination who was, a regular candidate from a college or a teaching department. Permitted, under the provisions of sub Para (a) above, to offer a dissertation in lieu of an optional paper, may be on the recommendation of the Head of the School/Department of the College of which he/she was regular student to submit either a revised dissertation on the same topic on which work was done previously or a dissertation on a fresh topic assigned by the faculty in consultation with the Head of the School/Department in the college.
- Provided (i) that the candidate shall apply for such permission to the Registrar, through the Head/Director of the School/College concerned at least three months before the date commencement of the examination and if permitted, shall work for it under the guidance of a teacher

in the department of the college as assigned by the Principal and (ii) that the candidate shall fulfill the candidate of foregoing subparagraphs (b) and (c).

11. A candidate who has passed the MJMC examination of the University may on submission of an application on prescribed form together with necessary fees be allowed subject to the provisions of Ordinances regulations and directives, to reappear at the examination in the same subject for purpose of improving his/her performance thereat.

Provided that a candidate who has been granted permission for re-appearing at the examination may be treated, if he/she had been in the first instance, a regular student of a college or department ex-student candidate for the purpose of exemption from attending a regular course of a studies again in the college or department or production of a residence certificate.

12. The Board of Registrar shall publish the results of the examination as soon as possible after the examination but not later than the 60th day from the date when the examination was over.
13. In the notification declaring the results of the final examination names of first ten successful candidates, separately in each subject, may be arranged in order or marks.
14. The other rules & regulation for MJMC degree & examination etc. will be as per Ordinance of University for this purpose from time to time or as per approval of board of Management the University for this Course.
15. Notwithstanding anything stated in this ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take decision after obtaining, if necessary, the opinion/advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.
16. The MJMC course will have specialization in Marketing Communication and any other specialization will be decided by the Board of Studies with the approval of Academic Council.

Established under M.P. Act No. 17 of 2007

ORDINANCE No.84

Bachelor of Vocation (B.Voc.)

1. **AIMS & OBJECT :** The B.Voc. courses are designed with the following objectives:
 - (a) To provide judicious mix or skills relation to a profession and appropriate content of General Education.
 - (b) To ensure that the students have adequate knowledge and skills, so that they are work ready at each exit points of the programme.
 - (c) To provide flexibility to the students by means of pre-defined entry and multiple exit points.
 - (d) To integrate NSQF within the undergraduate level of higher education in order to enhance employability of the graduates and meet industry requirements. Such graduate apart from meeting the needs of local and nation industry are also expect to be equipped to become part of the global workforce.
 - (e) To provide vertical mobility to students coming out of 10+2 with vocational subjects.

2. **TERMS AND DEFINITIONS:-** B.Voc.: Bachelor of Vocation a scheme introduced by UGC for skills development based higher education as part of college/university.

(a) NSQF: National Skills Qualifications Framework.

(b) Programme: A Programme refers to the entire course of study and examinations for the award of the B.Voc. degree.

(c) Semester: Each semester will consist of 15-18 weeks if academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June as per Academic calendar of the University.

(d) Course: Refers to the conventional paper, which is portion of the subject matter to be covered in a semester/ A semester shall contain may such course from general and skill development areas. A course may be designed to comprise lectures/tutorial/laboratory/work/filedwork/outreach activities/projectwork/vocation training/viva/seminar s/term papers/assignments/presentation/self-study etc. or a combination of some of these.

(e) **Exit Level:** B.Voc. has multiple exit points at each year and successfully completing a year (2 semesters) the candidate will be awarded Diploma, Higher Diploma and/or B.Voc. Degree will be awarded accordingly mentioned ahead.

(f) **Sector:** Sector refers to conventional branch.
Credit Based Semester System (CBSS): CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

(g) **Credit Point:** It is the product of grade point and number of credits for a course.

(h) **Credit:** B.Voc. programme follows a credit semester system and each course has an associated credit. It is a unit by which the course work is measured. It determines the number of hours of instruction required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

(i) **Grade:** Uses ten point grading suggested by UGC to assess the students.

(j) **B.Voc. Consortium:** A University level committee consisting Registrar/Deputy Registrar, Science faculty. Two Professors nominated by Vice Chancellor, an Coordinator.

3. **NAME OF STATUTORY / REGULATORY BODY:-** University Grant Commission (UGC)

4. **DURATION OF THE PROGRAMME**

The duration of the course will be of three full time academic years. The examination for the Bachelor of Vocational (B.Voc) course will be divided into six semesters. Multi-level Exit: Candidate will be eligible to receive Diploma after first 2 semesters and Advance Diploma after 4 semesters according to guide lines of UGC. No candidate will be allowed to join any other course or service simultaneously.

5. **ELIGIBILITY CRITERIA:-**

I. The admission to B.Voc. programme will be as per the rules and regulations of the University for Admission. The eligibility criteria for admission to this B.Voc. programme shall be 10+2 in any stream (for technical courses as per norms of university) from a recognized board with at least 55% marks with relaxation of 5% for SC/ST/OBC candidates. Reservation rules are applicable as per Govt. of Madhya Pradesh.

- i. The eligibility criteria for admission shall be as announced by the University from time to time.
- ii. Other conditions will be as laid down in admission policy in prospectus of the University.

6. ADMISSION PROCESSES :

The admission to Bachelor in Vocation (B.Voc)

- i. Semester-I shall be done based on the merit in 10+2 or equivalent examination from recognized board or Entrance Examination conducted by the University.
- ii. Separated rank list shall drawn up for reserved seats as per existing rules.
- iii. Preferred subjects and index mark calculations will be decided by the respective Board of Studies.
- iv. Admission to Diploma Holders
Diploma holders (after 10+2) in the parents course, approved by the University, who satisfy eligibility criteria can be admitted to the Advance Diploma (3rd Semester) based on the availability of the seats and shall be under the sole discretion of the Vice Chancellor of the University College/B.Voc. Consortium.
- v. Reserve/Quota
 - The reservation of sets shall be as per Madhya Pradesh Notification issued from time to time and as per the rules of the LNCT UNIVERSITY, BHOPAL
 - The students can be admitted only to the first semester (except for diploma holders).
 - No students shall be admitted directly to third and fifth semester in any circumstance except for diploma holders. Diploma holder may be admitted directly to third semester (but not to 5th Semester directly) as mentioned above. In any circumstance there shall be no direct admission to fifth semester.
- vi. In case where number of available seats is less and candidate secure same marks (percent) at the qualifying level examination, the admission of the candidate will be based upon securing higher marks in High School or equivalent examination.
There shall be no age bar for admission in this course.
- vii. The applicants seeking re-entry into the education and training for further advanced leanings in their field or expertise in particulars trade should get preference in admission over the new application.
- viii. A candidate cannot pursue two full time Under Graduate course simultaneously.
- ix. The University reserves the right to cancel any

admission at any stage.

x. The candidates who have acquired vocational Certificate/Diploma or Advanced Diploma from UGC recognized Community Colleges/BVoc. Institutions or DDU KAUSHAL Kendras in a specific sector with certified skills on a particular job role will be eligible for admission through lateral entry to next higher level on same sector

xi. In case of any matter relating to the Under Graduate admissions, the decision of the Admission Committee/Vice Chancellor, Bhopal shall be final.

xii. All legal matters pertaining to the Under Graduate admission shall be subject to the Bhopal Jurisdiction only.

- 7 **CANCELLATION OF ADMISSION:-** In case of Producing false documents and non payment of the fees, the admission will be cancelled.

8 **FEE STRUCTURE**

As decided by the University norms.

9 **CURRICULUM**

The curriculum in each of the years of the programme is a combination of general education and skill development components.

9.1 General Education Component:

- 9.1.1 The general education component adheres to the normal university standards. It emphasizes and offers courses which provide holistic development. However, it does not exceed 40% of the total curriculum;
- 9.1.2 Adequate emphasis is given to language and communication skills.

10

Skill Development Components:

10.1 The focus of skill development components is to equip students with appropriate knowledge, practice and attitude, so as to become work ready. The skill development components are relevant to the industries as per their requirements;

- 10.1.1 The curriculum should necessarily embed within itself, National Occupational Standards (NOSs) of specific job roles within the industry sector (s). This would enable the students to meet the learning outcomes specified in the NOSs.

10.1.1.2 The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in the proposed domain;

10.1.2 In case NOS is not available for a specific area/ job role, the University will get the curriculum developed for this in consultation with industry experts;

10.1.3 The curriculum should focus on work-readiness skills in each of the three years;

10.1.4 Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and project work.

11 CREDIT CALCULATIONS

11.1 The following formulae will be used for conversion of time into credit hours;

a) One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week. Accordingly One Credit would mean equivalent of 14-15 periods of 60 minutes each or 28 - 30 hrs of workshops / labs.

b) For Internship/ Training/ field-work, the credit weight age of equivalent hours will be 50% of that for lectures/ workshop;

c) For self-learning, based of e-content or otherwise, the credit weight age for equivalent hours of study will be 50% or less of that for lectures/ workshop.

11.2 The credits awarded for each of the years are as follows:

NSQFL EVEL	SKILLCOMPON ENT CREDITS	GENERALEDUC ATION CREDITS	TOTAL CREDITS FOR AWARD	NORMALDU RATION	EXIT POINT / AWARDS
4	18	12	30	One Semester	Certificate
5	36	24	60	Two Semester	Diploma
6	72	48	120	Four Semester	Advanced Diploma
	108	72	180	Six Semester	B.Voc. Degree

11.3 For any B. Voc. Course proposed by the university/ college, the curriculum will be developed in consultation with respective industry. The industry representatives should be an integral part of the academic bodies of the university/ college. While doing so, they should work towards aligning the skills components of the curriculum with the NOSs developed by the respective Sector Skill Councils.

11.4 The practical/ hands-on portion of the skills development components of the curriculum should be transacted normally in face to face mode, wither within the institution or at the location of a specified industry partner. The emphasis should be on learning outcome and not the input and processes. The general education component of the curriculum may be transacted in any mode without compromising on quality.

12 ATTENDANCE

A candidate shall be permitted to appear for the Semester End examinations only if he/she satisfies the following requirements:

(a) Students are normally expected to attend 100% theory, tutorial and practical classes/ workshop practices. However, no student shall be allowed to appear in the end semester examination in the paper unless he/she has put in at least 75% attendance during the course of instruction in each paper separately for subjects of General Education and Skill Development Component of the vocational course is required.

(b) His/her conduct must be satisfactory

(c) A shortfall in attendance up to 10% can be condoned by the Vice-Chancellor of LNCT University, Bhopal once during the entire course provided such shortage is caused by continuous absence on genuine medical grounds.

(d) The attendance in theory and practical sessions will be considered separately. In the case of shortage of attendance, the cases will be considered as per the rules of the University

13. STANDARD OF PASSING / DIVISION: The standard of passing for Bachelor of Vocational (B.Voc) degree examination will be as under:

1) To pass any semester examination of the Bachelor of Vocational degree, a candidate must obtain at least 40% marks in the university examinations separately in each course of the or and practical.

2) Total marks of each the or paper are 100 (University examination 70 marks + Internal examination 30 marks)

3) Total marks of each practical and project-viva paper are 100. No internal examination marks in practical and project-viva papers.

4) Those of the successful candidates who obtain 50% or more marks in the aggregate of all the semester taken together will be placed in the second class and those who obtain 60% or more marks in the aggregate of all the semester taken together will be placed in the first class. The successful candidates who obtain 70% or more marks in the aggregate of all the semester taken together will be declared to have passed the examination in the first class with distinction.

5) A result of candidate who have obtained admission directly in Bachelor of Vocational (B.Voc) semester- III will be declared by considering his marks of semester III to VI in aggregate and accordingly class will be awarded as per normal percentage of marks fixed for other candidate.

14. MODE OF EXAMINATION:-
There shall be an examination at the end of each semester to be known as Pre Diploma (first semester) examination, Diploma (second semester) examination, Pre Advanced Diploma (third semester) examination, Advanced Diploma (fourth semester) examination, Pre B.Voc. Degree (fifth semester) examination and B.Voc Degree (sixth semester) examination at which a student shall appear in that portion of theory papers, practical and viva-voice if any, for which he has kept the semester in accordance with the regulations in this behalf.

A candidate whose term is not granted for what so ever reason shall be required to keep attendance for that semester or term when the relevant papers are actually taken at the college.

15. ASSESSMENT OF STUDENTS

Assessment of students for each subject will be done by internal continuous assessment and Semester End examinations. This dual mode assessment will be applicable to both Theory and Practical courses except for internship and project. Total marks in theory course reflect 80 marks external and 20 marks internal assessments. The mark division for practical courses are 20 marks internal and 80 marks external. For internship and project, there is no internal assessment.

	COURSES	INTERNAL	EXTERNAL
	Theory	20	80
	Practical	20	80
	Internship/Project	0	100

(a) Internal

Internal assessment shall be conducted throughout the semester. It shall be based on internal examinations, assignments (such as homework, problem solving, group discussions, quiz, literature survey, seminar, team project, software exercises, etc.) as decided by the faculty handling the course, and regularity in the class. Assignments of every semester shall preferably be submitted in Assignment Book, which is a bound book similar to laboratory record.

All records of Continuous Evaluation shall be kept in the Department and shall be made available for verification by the University, if and when necessary.

The mark distribution to award internal continuous assessment marks for theory subject should be as follows:

ASSESSMENT	MARKS
Test papers (minimum two, best two out of three is preferred)	10
Assignments (minimum two) such as home work, problem solving, group discussions, quiz, literature survey, seminar, term project etc.	5
Regularity in the class	5

The mark distribution to award internal continuous assessment marks for practical subject should be as follows:

ASSESSMENT TYPE	MARKS
Evaluation in the lab of skill/performance	20
Practical record files	15
Regularity	5

i. No candidate will be permitted to attend the end semester practical examination unless he/she produces certified record of the laboratory.

ii. Full credit for regularity in the class can be given only if

the candidate has secured minimum 90% attendance in the subject. Attendance evaluation for each course is as follows

ATTENDANCE	MARKS
90% and Above	5
85 to 89.9%	4
80 to 84.9%	3
76 to 79.9%	2
75 to 75.9%	1

(b) External

Semester end examination for theory and practical course will be conducted by the University. There shall be University examinations at the end of each semester for both theory and practical. Failed or improvement candidates will have to appear for the Semester End examinations along with regular students.

(c) Internship and Project

Internship and the major project should be carried out in the Industry, not necessarily with Industry partner. The major idea for Internship is to implement the things learned and to get a real life experience. The Evaluation process follows 100% external assessment.

- i. There will be internship/minor project at the end of 4th semesters and an major project during sixth semester.
- ii. Every student will be assigned an internal guide, allotted from the parent department concerned or an expert available in the University appointed by the Vice Chancellor or Director, Skill Development Centre or Course Coordinator or the head of the department.
- iii. The student has to make regular discussions with the guide while choosing the subject/are and throughout the life time of the project.
- iv. At least three reviews should be conducted to evaluate the progress of work.
- v. An evaluation team is constituted for conducting the evaluation. The team consist of external examiner, allotted by the university from the approved examination panel, representative from the Industry and a faculty.

vi. Student should submit a report of their work. A valid certificate from the organization should be produced as a proof that the work is carried out in the respective organization.

vii. Student are required to demonstrate the working model of their work (if possible) to the panel of examiners. A viva will be conducted based on the report and Students are supposed to clarify the queries regarding their work.

viii. Mark distribution for Project/Internship assessment.

DISTRIBUTION MARKS	MARKS %
Content and relevance of Dissertation	60%
Viva	20%
Presentation	10%

16. LEARNING HOURS

QUALIFICATION	EQUIVALENCE	SKILL CERTIFICATION LEVEL	COMPETENCY BASED VOCATIONAL SKILL BUILDING (IN HRS) APPROXIMATELY*	GENERAL LEARNING (IN HRS) APPROXIMATELY*	TOTAL HRS
Year 1	Diploma (Vocational)	5	550	450	1000
Year 2	Advance Diploma (Vocational)	6	600	400	1000
Year 3	B.Voc.	7	750	250	1000

Learning hours/ credit allocation needed for completion shall be as per NSQF .

17. RULES AND REGULATIONS FOR EXAMINATION

(a) There shall be examination at the end of each semester as per scheme of examination and each student shall have to appear in all theory papers (Modules) and practical examinations/ workshop practices, industrial training and project work, if applicable as prescribed in the syllabi.

(b) In first five semesters, there shall be eight theory papers of 100 marks each and a Laboratory examination/Workshop practice examination each of 200 marks.

(c) The break-up of marks in the Laboratory

examination/Workshop practice examination will be 20% Viva-Voce, 60% for the conduct of practical in the examination and remaining 20% for the internal assessment practical record files and attendance in the regular Laboratory/Workshop practice classes.

(d) In the final semester, there shall be only Industrial training and project work of 350 marks and 650 marks respectively.

(e) Each theory paper shall have a compulsory question of 40% weightage and shall cover entire syllabus and there will be four units of two questions each. The candidate shall be required to answer one question from each unit. The pattern of question paper would be as per Examination Ordinance of the University.

(f) The project shall be based on M problems/case studies.

(g) Each semester, the maximum marks will be 1000.

i. For getting Certificate , the maximum total marks will be 1000.

ii. For getting Diploma in , the maximum total marks will be 2000.

iii. For getting Advance Diploma in , the maximum total marks will be 4000.

iv. For B Voc degree , the maximum total marks will be 6000.

(h) The successful completion of all the courses prescribed for the diploma/degree programme with P grade (40 %) shall be the minimum requirement for the award of diploma/degree. A candidate shall be declared to have passed a semester examination if he/she secures not less than 40% marks in each theory paper and practical examination and 40% marks in the aggregate. For Project/internship, the minimum for a pass shall be 50% of the total marks assigned to the respective examination. The result of the candidate shall be declared on the basis of performance in the semester examination. The conversion of raw scores into absolute grades shall be done as per the rules of the LNCT UNIVERSITY, BHOPAL

**Established under m. P. Act no. 17 of 2007
Ordinance No. 85**

**BACHELOR OF LIBRARY SCIENCES (B. Lib. Sc.)
(ONE YEAR DEGREE COURSE)**

1. COURSE & FACULTY

- a. This ordinance shall be applicable to the candidates admitted to degree courses in Library Sciences, leading to the degree of Bachelor in Library Science (B. Lib. Sc.) of the University.
- b. The above course shall be offered as per the UGC norms.
- c. The above courses shall be divided into two semesters. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/ industrial training etc.

2. NUMBER OF SEATS

Number of seats in each course/s shall be as determined by the governing body as per the norms laid down by the concerned regulatory body.

3. FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission

4. DURATION AND CONDUCTION OF COURSE

- a. There shall be at 90 days of teaching in every semester.
- b. One hour of conduct of Lecture/Tutorial and two hours Practical shall normally be equal to one credit as shown in the schemes.
- c. A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he is not able to clear qualifying semester examinations, the candidate cannot claim any right on the basis of his provisional admission.

- d. The maximum duration of the course shall be of two years.

5. ELIGIBILITY CRITERIA FOR ADMISSIONS

Following the eligibility criteria as per the guidelines of concerned regulatory/ statutory body, the eligibility norms in the course shall be:

- a. Every applicant for admission to B. Lib. Sc. shall have passed graduation from any UGC recognized University.

6. ADMISSION PROCEDURE

Following the norms of statutory body, admission for these courses will be made as follows:

- a. The University will issue admission notifications in news papers/on the University's website/notice board of the University etc. before the start of the academic year. The University may conduct its own entrance examination for admission. The students may also secure direct admission in the University.
- b. List of candidates provisionally selected for admission/shortlisted by merit, will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission.
- c. The candidates whose result of the qualifying examination is awaited can also apply but will be admitted provisionally. Such candidates however, must produce previous year's mark sheet, school/college certificates as proof required for eligibility. The candidates shall have to present the mark sheet of the qualifying examination within stipulated due date after admission, otherwise the provisional admission granted to him will be liable to be cancelled.
- d. The application from may be rejected due to any for the following reasons:

बै. (1) The candidate does not fulfill the eligibility conditions.

- ii. The prescribed fees are not paid.
 - iii. The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - iv. Supporting documents for admission are not enclosed.
 - e. Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 7. COURSE STRUCTURE**
The subjects to be studied in different semesters of the courses shall be as per the schemes, approved by the concerned Board of Studies and Academic Council of the University.
- 8. ATTENDANCE**
Candidate appearing as regular students for any semester examinations are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice-Chancellor of the University, for satisfactory reasons:
- 9. MEDIUM OF INSTRUCTIONS AND EXAMINATION**
The medium of instructions for teaching and examination shall be in English/Hindi throughout the courses of study.
- 10. EXAMINATION SCHEME**
No candidate shall be allowed to take the term-end semester Examination unless one has:
- i. Attended at least 75% of lectures/ practical delivered.
 - ii. Paid all the fees dues.
 - iii. Obtained 'No Dues' certificate from the concerned department/faculty/office.
 - iv. Submitted the training/ internship certificate, and / or Project Report, as notified by the Head/ Director/Dean.
 - v. Received in-plant training, if any, as prescribed in the schemes.

Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessments. The internal assessments. The internal assessments shall be held in the manner as prescribed in the schemes, adopted time to time.

11. ASSESSMENT SYSTEM.

The University can decide on the grade on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per UGC guidelines, taking into consideration, the recommendations for the concerned statutory professional council.

Notwithstanding system anything state in this ordinance, for any unforeseen issue arising, and not covered by this ordinance, or in the event for differences interpretation, the Vice-Chancellor may take a decision after obtaining necessary opinion/advice of a committee consisting of any or all the HOs/Dean. The decision of the Vice-Chancellor shall be final.

**Established under M. P. Act No. 17 of 2007
ORDINANCE NO. 86**

**Master of Library Science (M. Lib. Sc.)
(ONE YEAR POST GRADUATE DEGREE COURSE)**

1. COURSE & FACULTY

- a. This ordinance shall be applicable to the candidates admitted to Post Graduate degree courses in Library Sciences, leading to the degree of Post Graduate Degree in Library Science (M. Lib. Sc.) of the University.
- b. The above courses shall be offered as per the UGC norms.
- c. the above courses shall be divided into two semesters. Each semester would be approximately of six months duration including vacation/ preparatory leave/ examination/ industrial training etc.

2. NUMBER OF SEATS

Number of seats in each course/s shall be decided by the governing body as per the norms laid down by the concerned regulatory body.

- 3. FEES-**The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission

4. DURATION AND CONDUCTION OF COURSE

- a. There shall be at 90 days of teaching in every semester.
- b. One hour of conduct of Lecture/ Tutorial and two hours Practical shall normally be equal to one credit as shown in the schemes.
- c. A candidate may provisionally continue to attend next higher year / semester, even if the result of qualifying year/ semester has not been declared. However, subsequently if he is not able to clear qualifying semester examinations, the candidate cannot claim any right on the basis of his/provisional admission.

- d. The maximum duration of the course shall be of two year.

5. ELIGIBILITY CRITERIA FOR ADMISSIONS

Following the eligibility criteria as per the guidelines of concerned regulatory / statutory body, the eligibility norms in the course shall be:

- a. Every applicant for admission to M.Lib.Sc. Shall have passed B.Lib.Sc. from any UGC recognized University.

6. ADMISSION PROCEDURE

Following the norms of statutory body, admission for these courses will be made as follows:

- a. The University will issue admission notifications in news papers/on the University's website/notice board of the University etc. before the start of the academic year. The University may conduct its own entrance examination for admission. The students may also secure direct admission in the University.
- b. List of candidate provisionally selected for admission /shortlisted by merit, will be displayed on the notice board of the University / University's website/or the students will be informed directly of their admission.
- c. The candidate whose results of the qualifying examinations are awaited can also apply but will be admitted provisionally. Such candidate however must produce previous year's mark sheet, School/college certificates as proof required for eligibility. The candidate shall have to present the mark sheet of the qualifying examination within stipulated due date after admission, otherwise the provisional admission granted to him will be liable to be cancelled.
- d. The application form may be rejected due to any of the following reasons;
- i. The candidate does not fulfill the eligibility conditions.
- ii. The prescribed fees are not paid.

- iii. The application form is not signed by the candidate and his/her parent guardian, wherever required.
- iv. Supporting documents for admission are not enclosed.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & Submission of all the necessary documents / Fees.

7. COURSE STRUCTURE

The subjects to be studied in different semesters of the courses shall be as per the schemes, approved by the concerned Board of Studies and Academic Council of the University.

8. ATTENDANCE

Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice-Chancellor of the University, For satisfactory reasons.

9. MEDIUM OF INSTRUCTIONS AND EXAMINATION

The medium of instructions for teaching and examinations shall be in English/Hindi throughout the course of study.

10. EXAMINATION SCHEME

No candidate shall be allowed to take the term-end semester Examination unless one has:

- i. Attended at least 75% of lectures/practical delivered.
- ii. Paid all the Fees dues.
- iii. Obtained 'No Dues' certificate from the concerned department/faculty/office.
- iv. Submitted the training/internship certificate, and/ or Project Report, as notified by the Head/Director/Dean.
- v. Received in-Plant training, if any, as prescribed in the scheme.

Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessments. The internal assessments shall be held in the manner as prescribed in the scheme, adopted time to time.

11. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per UGC guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

12. GENERAL

Notwithstanding anything stated in this ordinance, for any unforeseen issue arising, and not covered by this ordinance, or in the event of differences, interpretation, the Vice-Chancellor may take a decision after obtaining necessary opinion/advice of a Committee consisting of any or all the HOIs/Dean. The decision of the Vice-Chancellor shall be final.

Established Under M.P., Act No. 17 of 2007

ORDINANCE No. 87
MASTER OF PHILOSOPHY (M. Phil.)
(1½ YEAR)

The Ordinance shall apply for the Candidates admitted in MASTER OF PHILOSOPHY (M. Phil.) degree.

1. ELIGIBILITY FOR ADMISSION:- Master Degree

2. SELECTION OF CANDIDATE:-As per University Norms

2.1 Name of Statutory/Regulatory body:- UGC.

3. DURATION OF COURSE:-

The minimum and maximum duration for completing M.Phil. Programme shall be 1½ years and 4 years respectively. The maximum duration can be extended by one year with the permission of the Vice Chancellor. In such cases, a prescribed fee will have to be paid by the student for the period of extension.

4. FEES & INTAKE

FEES:-The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP regulatory Commission

5. SUBJECT:- Master of philosophy Course shall be started as per the availability of PG course in the University.

6. ADMISSION PROCESSES:-Admissions are done at institutional level According to merit .and the reservation rules are followed as per Norms of the Government ..

7. CANCELLATION OF ADMISSION

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

8. ATTENDANCE

Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

9. STANDARD OF PASSING / DIVISION

The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction :	70% and above
First Division :	60% and above but less than 70%
Second Division :	50% and above but less than 60%
Third Division :	40% and above but less than 50%
Fails :	Below 40%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals

10. MODE OF EXAMINATION:-

- i. The examination shall be conducted generally by means of internal assessment, three written theory papers, one of which shall be on methodology of research, a practical test, a thesis on research work and viva voce exam.
- ii. The Teaching Department shall organize during the session, adequate numbers of seminars news developments in the subject or interpretation of different research work and its data. It shall also arrange at least three tests on each of the theory papers and award grades best two of which shall be taken into account for purpose of working out the average internal Assessment.
- iii. The scope of studies in different subjects shall be as prescribed by the Academic council on the recommendation of the Board of studies and the faculties concerned from time to time and published by a Notification.

The written part of the Examination shall be held as far as possible in march April every year the last of commencement thereof having been notified in advance and at such centers as may be approved by the university .Provided that the first year of Introduction of the course if the teaching starts in a later part of a session the examination may be held at such other time, after completion of the course as approved by the vice Chancellor from time to time.

The practical part of the Examination which shall be conducted jointly by a Teacher in the department and two external examiners appointee for the purpose may be arranged either before or after the theory examination in accordance with the convenience of the Department concerned.

RESEARCH/PROJECT WORK

- a) Every student admitted to the course shall be required to carry out research or project work under the supervision of a teacher in the Department, on a problem assigned to him/her by the Head or the Department with the approval of the Research degree committee in the subject Constituted under the Ordinance of the university.
 - b) The candidate shall prepare a thesis on the research/project work done by him which must be characterized either by the discovery of fact or by a fresh approach toward the interpretation of facts, capable, in either case, to advance knowledge in the subject.
The candidate shall submit three typed/ printed copies of the thesis through the Department so as to reach the office of the Registrar preceding by at least three weeks the date of commencement of the written examination, together with:
 - i) A declaration signed by him/her that the thesis bodies the result of his/her own work.
 - ii) A certificate from the supervisor to the effect that the thesis research conducted being the result of the candidates own work, is on a subject on which similar work has not been previously carried out. Provided that the vice chancellor may, on the recommendation of the head of the Department, permit a student who could not prosecute the research/project in time the period can be extended.
11. (a) A student of university teaching department seeking admission to the examination for the degree of Master of Philosophy shall submit his/her application, on prescribed form to the office of the Registrar by the date fixed for the purpose, together with a fee as decided by university for the examination and also the following certificates from the head of the Teaching Department Viz:
- i. Good conduct,
 - ii. Fitness to present himself/herself at the examination.
 - iii. Having attended the classes as per Ordinance of LNCT UNIVERSITY.

Candidates who have not received certificates prescribed of foregoing clause shall not be permitted to appear at the theory examination. A though he/she might/have appeared in the practical examination which was conducted by the department before the start of the theory examination.

12. (a) After the copies of the thesis are received, Registrar shall send them to two external examiners for assessment for guide.
- (b) The viva voce test shall be conducted by (i) two external examiners and (ii) the supervisor of the research work, who shall jointly award on the performance of the candidates at the viva voce test.
13. (a) In order to be successful at the Examination a candidates must obtain:-
 - i. Grade not below B in theory papers.
 - ii. Grade not below B in practical.
 - iii. Grade not below B in the thesis.
 - iv. Grade not below B in the viva voce test.
 - v. In overall grade not below B.
 - vi. Grade, Grade points, grade point average and overall Grades, wherever necessary, shall be computed in accordance with the provisions of the ordinance of the university relating to Grading and Internal Assessment.
- (b) a candidate, who has appeared at the examination shall be supplied with a grade card indicating, inter alia the Grades and grade points obtained by him/her in the internal assessment, theory papers, practical, thesis, viva voce and also the overall grade and grade point average, under the provisions of Ordinance of the university.
14. A candidate who, on obtaining a grade below the provision laid down in clause 9 sub clause (a) has been declared to have failed or who after having been admitted to the Examination fails on account of illness or a similar reason, to appear thereto, may reappear at it subsequently, as an ex-student in accordance with the provisions of ordinance and regulation of the university, provided he/she fulfills all such conditions laid down in this and other ordinance as are applicable to him/her from time to time

- (b) A candidate who has failed to obtain Grade B separately in the thesis and the viva voce. test shall not be permitted to re-appear at the examination as an ex-student.
 - (c) In the case of an ex-student candidate the grades and Grade points obtained by him/her previously in (a) Internal Assessment and (b) thesis shall be, if these were at least the minimum required for a pass, as laid-down in clause 9 above, carried over for the purpose of his/her result at the subsequent examination.
 - (d) An ex-student candidate shall be required to present himself/herself again before (i) a board of viva voce examiners constituted as per the provisions of the Examination.
15. The Registrar shall publish the result of the examination announcing the successful candidates and the overall grade obtained by the candidate as soon as possible after the examination is over .
16. candidates appearing in the examination shall be required to abide by provisions and ordinance of the University and such other ordinance /directive, if any, as applicable to the them.
17. Notwithstanding anything stated in this ordinance, for any unforeseen issues, arising, and not covered by this ordinance ,or in the event of difference of interpretation, the vice chancellor may take a decision after obtaining, if necessary, the opinion /advice of a committee consisting of any or all the Directors of the school. The decision of the vice chancellor shall be final.

Established Under M.P., Act No. 17 of 2007

**ORDINANCE No.88
DOCTOR OF PHILOSOPHY (Ph. D)**

The Ordinance shall be called "Ordinance" Governing Doctoral Degree. The ordinance will be governed on such rules & regulations as per approval from Board of Management of the University framed in accordance with regulations /norms laid by UGC from time to time.

1. Eligibility for Enrolment for Doctor of Philosophy (Ph.D.)

1.1 A candidate for enrolment for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% of marks or an equivalent grade of University / Deemed University or any other University incorporated by any law for the time being in force and recognized by the University (Five percent marks will be relaxed for SC/ST and Handicapped candidates).

1.2 A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his/ her Master's or Bachelor degree In Engineering/ Technology/ Applied Sciences or other streams. Provided that, research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the : subject in /Which the candidate has: done "Master's or Bachelor degree in Engineering/Technology /Applied Sciences or other streams, shall be decided by the Academic Council,

2. NAME OF STATUTORY / REGULATORY BODY:- UGC

3. DURATION:- 5 years

4. A candidate must apply for registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

- (i) His/her Qualification and experience;
- (ii) Proposed subject/discipline along with the relevant faculty in which he/she
- (ii) proposed subject/discipline along with the relevant faculty in which he/she proposes to work.
- (iii) Proposed title of the Ph.D. thesis
- (iv) Name of the supervisor (along with, name of Co-Supervisors, if any) (Strictly from the University list of approved Supervisors & Co- Supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-Supervisor.
- V) Certificate of qualifying the

- UGC/CSIR/DST/National or State Level Fellowship/NET/GATE/GPATISLET, if any.
- vi) Letter granting teacher's fellowship, if any.
 - vii) Address, Contact number, mobile number, email- id & other contact details.

5. AVAILABILITY OF SEATS.

Depending upon availability of Supervisor/Co-supervisor the number of seats shall be decided, provided that

- (i) A Supervisor shall not have at a time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as supervisor in case of others, in any university/Research Centres in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- (ii) The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.

6. ADMISSION PROCEDURE

- (1) The admission shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi. The board will perform the following work:
 - (i) To prepare panel of names of papers setters in various subjects and submit them to/ the University.
 - (ii) To arrange for entrance test.
 - (iii) To arrange for interview.
 - (iv) To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and of the thesis.
 - (v) To resolve problems, if any.
 - (a) Candidate who have qualified the UGC/CSIR/DST/National/StatelevelFellowship/GATE/GPAT/SLET/NET/M.Phil. Shall be admitted direct without the entrance test.
 - (b) Candidates who have been, awarded teachers fellowship by Statutory bodies for doing Ph.D. degree shall also be admitted Direct without the entrance test.but university will conduct interview for all such candidates

- (c) All other candidates will be selected through entrance test.

7. STRUCTURE OF TEST

Entrance test will be conducted on following:

Duration	Two Hour	Question Paper Part I	Research Methodology
Part	II	Related	Subject

8. INTERVIEW AND ALLOTMENT

- (1) Each student shall have to appear in an interview. The interview board shall consist of the following members:
 - (i) Vice Chancellor or his Nominee as Chairman
 - (ii) Dean of School.
 - (iii) One of the Chairman of relevant (Board of Studies) to be nominated by the Vice Chancellor.
 - (iv) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Vice Chancellor.
 - (v) One subject expert to be nominated by the Vice Chancellor.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of School is not available, the Vice Chancellor may then appoint a Senior Professor of any University Teaching Department as member.
2. The interview shall be conducted in the University Teaching Department.
3. The Candidates shall be called for interview in the following order
 - (i) Candidates who have qualified GC/CSTR/DST/National or State level Candidates who have been granted teacher fellowship by a statutory body.
 - (ii) Candidates who have been granted teacher fellowship by a statutory body.
 - (iii) Candidate according to merit list of the entrance examination.
- 4) At the time of interview, the candidates are expected to discuss their Research interest/area, choice of supervisors and co-supervisor (if any). For the candidates belonging to category as mentioned in para 6(3) (I & ii), 100% weightage shall be on the interview. For the candidates mentioned in para 6(3) (iii), the weightage of the Interview

marks shall be 40 % whereas 40 % weightage shall be given to the written entrance exam conducted as per Para 5 and remaining 20 % weight age shall be PH given to aggregate of qualifying P.G Examination.

5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D, in the subject concerned.

a) The candidates in category (i) of sub-para 6 (3) above shall be admitted first; secondly the candidates in category (ii) shall be admitted in that order. In these categories if there are more than one candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.

(b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any and shall also approve the proposed title of the thesis however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committed(RDC). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.

(6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.

(7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 6(4) and shall be declared as the result of the entrance examination by registrar

9. FEES REGISTRATION FEE FOR PH.D. PROGRAMME is to be paid to the University at the prevalent rates as announced by the University from time to time. The total programme fee must be paid before submission of Ph.D. thesis.

10.0 Course work:

(a) After having been admitted, each Ph.D. student shall undertake course work in the subject as per guideline of UGC for a minimum period of six months i.e. one semester. The course shall include a curriculum on research methodology it may also involve reviewing of published research in the relevant field.

(b) Evaluation, (i) The course work shall carry 10 credits (one

credit-equal to 15 hours). The concerned Department/ School/ Institution concerned shall decide the details of the course work, teaching schedule and evaluation.

- (ii) The details of the specific subject shall be decided by the department/school.
- (iii) The procedure for admission shall be laid down from time to time "by the Academic Council,
- (iv) University examination shall be held at the end of the semester. The Scheme of examination shall be notified by the University,
- (v) The review or survey presented by the candidate in typed shall be examined by the He shall declare whether it is satisfactory or not.
- (vi) A candidate shall be declared to have successfully completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

11.0 SUPERVISOR/CO-SUPERVISOR

- (a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:
 - (i) The Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard y journals of repute.
 - OR
 - (ii) An Associate Professor or Reader in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in standard journals of repute.
 - OR
 - (iii) An Assistant Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the subject concerned in standard journals of repute and has at least three years teaching experience with Ph. D.
 - OR
 - (vi) Provided further that a person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor or member of any committee mentioned in this Ordinance.

A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the

prescribed Proforma, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

RDC

- (1) After successful completion of Pre Ph.D. course work, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co-supervisor and Head of the institution on each of the copy on each of the page.
- (2) The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:-
 - (i) Vice Chancellor or his nominee chairman
 - (ii) Dean of the School concerned.
 - (iii) Chairman, Board of Studies of the subject in the School.
 - (iv) Head or One Professor of the University Teaching Department or in the case of non-availability of professor one Associate Professor of the University Teaching Department of the subject.
 - (v) One external subject expert of the rank of University Professor to be appointed by the Vice Chancellor, ordinarily out of a panel of 5 experts given by the Dean of the school concerned External expert and two other members shall form the quorum.

- Note: - (a) On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.
- (b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor. Submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/co-supervisors. The committee shall also prepare a list for approved supervisors/co-supervisors, along with their specializations as per provision of this Ordinance. This list shall be available with the Registrar.

- (3) After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work the candidate shall be registered for Ph.D./degree from the date on which the candidate had deposited the registration fee and other fees mentioned in para 7 of this Ordinance, at time of admission and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees (six monthly) to the university.
- (4) If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.
- (5) If the RDC suggests any change in the synopsis, then the change required shall be : communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated , in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar
- (6) If the RDC decides that major revision is required in the synopsis and/ or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC.
- (7) If the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In such a case, only the caution money deposited by the candidate shall be refunded.

13.0 CHANGE OF SUPERVISOR

Only under special circumstances, the candidate may be allowed to change the supervisor (by the Vice Chancellor) on the recommendation of the committee, constituted by the Vice Chancellor for this purpose. No change in the topic of research will be permitted due to change of supervisor.

14.0 SIX MONTHLY REPORT

The University shall obtain six monthly a record of attendance, progress report of the work of Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the School.

Those candidates who fail to deposit fees, the Vice Chancellor on the recommendation . of the Dean of the Faculty may order the removal of the name of the scholar from the list of those registered for the PhD. Degree.

15.0 SUMMARY OF THESIS AND APPOINTMENT OF EXAMINER

- a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the area of research concerned not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the names should be from outside the state. Another panel of at least six examiners, actively engaged in the area of research concerned and not below the rank of Associate Professor of a University. From outside the jurisdiction of this University, shall be submitted by Chairman Board of studies/Examination committee of the department concerned in which the candidate is pursuing Ph. D.
- c) In case the candidate related to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the subject concerned, or a senior professor nominated by Vice Chancellor.
- d) The Vice Chancellor shall appoint two examiners out of two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publication.

Note: The summary of thesis shall be sent by post/ air mail/ email.

16.0 PRE SUBMISSION DEFENCE COMMITTEE

- 1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in Soft and Hard copy in the prescribed format of the University.
- 2) However prior to the submission of draft Ph. D. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or one of the co-authors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the

acceptance letter along with the approved manuscript (i.e. preprint) shall be appended inside the thesis at the end.

- 3) The candidate shall make a Pre- Submission Defence, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

17.0 SUBMISSION OF THESIS

1. After getting an approval from PSDC as mentioned In Para 15, the candidate can finalize his/her thesis.
2. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be typewritten only on one side, of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.
3. The Candidate shall submit the thesis to the University as follows:
 - i. Three hard bound copies of the thesis, and
 - ii. Soft copy in the form of CD (in Three copies)
4. In the thesis after the cover page, the forwarding letter/ declaration /certificate mentioned in (a) (b) and (c) below must be given
 - (a) Thesis should be forwarded by Head of the Department.
 - (b) The thesis must be accompanied with a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
 - (c) The certificate from the Supervisor together with Co-supervisor, if any, as per (Appendix 3.)

Note: (i) The Candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

(ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

18.0 EVALUATION OF THESIS AND VIVA-VOCE EXAMINATION

- (i) On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented
- (ii) The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - (a) It must be a piece of research work characterized either by the discovery of the

new facts or by a fresh approach towards the interpretation of fact. In either case. It should evince the candidate's capacity for critical examination and sound judgment.

- (b) It must be satisfactory in point of language and presentation of the subject matter.
- (iii) The examiners shall categorically recommend in the prescribed Performa (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten questions, he wishes to be asked at the viva-voce examination.
- (iv) (a) The examiner's may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to-be sent to the examiners while sending the thesis.
- (b) The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another examiner from the panels of examiners.
- (c) If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b) by the Vice Chancellor, without the reports of earlier examiners, The third examiner shall be asked to give his/her opinion and his opinion shall be final.
- (d) Incase both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising the Supervisor, Co supervisor (if any) and one of two examiners(as per para 14(b)), selected by the Vice Chancellor, who have accepted the thesis for the award of the Ph.D degree. In case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.
- (e) The Supervisor/ Head of the Department/ concerned Chairman Board of Studies of the subject concerned, as the case , may be, shall be communicated the name of the external examiner appointed by Vice Chancellor to conduct the viva-voce examination. The same shall then contact the external examiner and

fix up a date for viva-voce. The date fixed for the viva-voce shall be informed to the candidate and the Registrar/Provided that in special circumstances, Kulapati may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.

(f) The viva-voce examination shall be conducted at the department concerned or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board, of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.

(g) The candidate shall present the work embodied in thesis before the board of examiners, members of faculty, research scholars and other interested persons present in open viva. After the presentation of the research work the Board shall ask questions together with those questions, which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply those questions which are permitted by the external examiner.

(h) In case the viva-voce examination is not satisfactory, the candidate shall reappear for viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The Same examiner/external examiner for second viva-voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected.

(V) If the examiners recommend that the candidate be asked to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to candidate.

(VI) In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he / she carried out the work.

(VII) The resubmitted three copies of the thesis must make clear mention that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 17 iv.c and one of the examiners recommends again for revision of the revised thesis and the other accept the thesis shall rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of (clause 17 iv.d of the Ordinance).

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 17 iv.c, above thesis shall stand rejected. Second time revision is not permitted in any case and if so, the thesis shall automatically stand rejected.

Note:- Whether a candidate has Incorporated the minor revision/suggested by the examiner/s shall be evaluated by Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

19. APPEARING IN OTHER EXAMINATION

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

20. PUBLICATION OF THESIS. The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the university.

21. AWARD OF PH.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issues Notifications for the award Ph.D. degree to the candidate and the matter shall be reported to the Board of Management for approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evaluation process, and announcement of the award of Ph.D. the University shall submit a soft copy of the Ph.D. thesis to UGC within a period of thirty days for hosting thesis in NET accessible all University/Institution.

22. REPORTS OF EXAMINERS

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee

prescribed by the University. The Reports will not disclose the identity of the examiners.

23 WITHDRAWAL OF DEGREE

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirement, as laid down in this Ordinance.

- 24 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or" all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

Appendix-1

PROFORMA FOR SYNOPSIS

- 1) Title of the thesis
- 2) Introduction : Giving purpose of research(In about 200 words)
- 3) A brief review of the work already done in the field.
- 4) Noteworthy contributions in the field of proposed work.
- 5) Proposed methodology during the tenure of the research work.
- 6) Expected outcome of the proposed work.
- 7) Reference in standard format.
- 8) List of published papers of the candidate.

Signature of the Supervisor

Signature of the candidate

Date:

Date:

Signature of Co-supervisor (if any)

Date

Signature of Co-supervisor (if any) Date

Appendix-2

DECLARATION BY THE CANDIDATE

I declare that the thesis entitled Is my own work conducted under the supervision of r. (Supervisor/Co-Supervisor) at (Centre)..... Approved by Research Degree Committee. I have put in more than 240 days of Attendance with supervisor at the center. I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation

Signature of the Candidate

Date.....

Place.....

Appendix 3**CERTIFICATE OF THE SUPERVISOR**

**This is to certify that the work entitled.....
..... Is a piece of research work done
Shri./Smt./Ku..... Under My/our Guidance and
Supervision for the degree of Doctor of philosophy
of...M.).....P) India. I certify that the
candidate has put in an attendance of more than 240 days with
me. To the best of my knowledge and belief the thesis:**

- i Embodies the work of the candidate himself/herself.**
- ii. Has duly been completed.**
- iii. Fulfill the requirement of the ordinance relating to. the Ph.D
degree of the University:**

Signature of the Co-supervisor**Signature of the supervisor****Date:.....****Date:**

Appendix – 4**CONFIDENTIAL PROGRESS REPORT**

Six monthly progress report of the research work done for the
period fromto
..... of the research scholar.

1. Name of the research Scholar.....

2. Subject

3. Topic registered for Ph.D Degree

4. Name of the Supervisor

5. Name of Co-supervisor(if any)

6. Description of the guidance on the topic

Period with dates the Candidates has been with the guide for research
work (It may also indicate the date of leave availed by the
candidate during the above period).

Remarks of the supervisor on the work done by the candidate on Topic.

Fees paid vide receipt No..... Date.....

Date.....

Place..... (Signature of head of institution
where the Candidate was registered for Ph.D.degree)

Signature of the Supervisor Address;.....

Date;.....

Place :.....

Appendix – 5**REQUEST FOR PRE-Ph.D. PRESENTATION BASED ON DRAFT THESIS**

**The Registrar,
LNCT VISHWAVIDYALAYA,
BHOPAL**

Subject :- Request for making Pre-Ph.D. presentation based on draft thesis.

Reference :- Ph.D. registration letter No. detail

Sir,

With reference to above, the details of my Ph.D. thesis are given below:

- 1. Name of the candidate**
- 2. Name of supervisor and Co-supervisors**
- 3. Subject**
- 4. Place of work**
- 5. Title of thesis**

My draft thesis is complete and I want to make Pre-Ph.D. presentation.

Kindly arrange for the same.

Date :

(Signature of the candidate)

Place :

Name and Address s.....

(Signature of the Supervisor)

Name and Address :

Appendix - 6**FORWARDING LETTER OF HEAD OF INSTITUTION**

The Ph.D thesis entitled.....Submitted
by Shri/Smt./KuIs
forwarded to the University in six copies. The candidate has paid the
necessary fees and there are no dues outstanding against him/her.

Name.....Seal.....

Date:

Place

Signature of Head of institution where the
for Ph.D. degree)

candidate was registered

Signature of the Supervisor Date:

Date:-.....Address

Place:.....

Appendix – 7**EXAMINERS REPORTS ON PH.D. THESIS**

Title of thesis Name of candidate Shri/ Smt ./Ku
Subject:.....Faculty.....

1. Thesis is recommended for the..... Award of Ph.D. degree. Yes No

2. The thesis be revised on the

Lines..... Detailed.....

below.....

3.The thesis be rejected.....(Please write Yes/No, as the case may be)

Thesis requiring only minor revision/s should also be covered in the category and suitable remarks detailing minor revision/s required, is/are to be enumerated. Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

DETAILED REPORT

(The examiner is requested to attach detailed report in four copies, covering also the following points)

(a) It must be a piece, of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.

(b) It must be satisfactory in point of language and presentation of the subject matter.

Date:(Signature of the Examiner)

Place:.....Full Name &Address.....

Appendix – 8**PROVISIONAL CERTIFICATE REGARDING AWARD****PH.D. DEGREE**

This is to certify that vide notification
no.....Datedof this
University, the Board of Management has decided that the degree of
Ph.D. in (Subject) be awarded
To.....

The title of Ph. D thesis is.....
.....
.....

The title of Ph.D thesis The Ph.D degree has been awarded in compliance
with the "University. Grants Commission (minimum standards and
procedure for award of M. Phil / Ph.D. degree) Regulation, 2009"

Registrar

Date:

Established Under M.P., Act No. 17 of 2007

ORDINANCE No.89
DOCTOR OF LAWS (LL. D.)

1. INTRODUCTION

- 1.1** These Ordinances shall be called Doctor of Laws (LL. D.) and shall be in effect from the date of approval of the Executive Council.
- 1.2** The degree of LL. D. of the LNCT University shall be conferred on the candidates who fulfill the requirements as specified in these ordinances.

2. ELIGIBILITY

- 2.1.** A candidate seeking admission to LL. D. programme of the University, must have pursued outstanding research in the concerned discipline and obtained the minimum qualifications required for admission as mentioned below. The candidate

- (a) must have obtained a Ph. D. or an equivalent degree from this University, in the concerned discipline, at least 4 (four) academic years prior to the date of application,

OR

- (b) must have obtained a Ph. D. or an equivalent degree from any other recognized university or from a foreign university of standing, in the concerned discipline, at least 4 (four) academic years prior to the date of application and a Master's and/or a Bachelor's degree from this University,

OR

- (c) must be a permanent teacher of the this University, who has put in a minimum of 4 (four) years of service in that capacity, in this University, prior to the date of application, and has obtained a Ph. D. or an equivalent degree from this or from any other recognized university or from a foreign university of standing, in the concerned discipline.

3. APPLICATION

- 3.1** A candidate, who is seeking admission to LL. D. programme and who is eligible for admission in accordance with Clause II of these Ordinances, shall apply to the Controller of Examinations by submitting the following:

- (a) His/ her bio-data giving the details of educational qualifications, fields of specialization, research experience, academic distinctions, etc., along with a passport size photograph.

- (b) Title of the thesis.
 - (c) A brief account of his/ her recent research work, in about 1000 words on the subject relevant to the discipline in which he/ she has applied for admission to LL. D. programme, showing how far his/ her work is original and is contributory to the advancement of knowledge.
 - (d) List of publications.
 - (e) Attested copies of certificates in support of qualifications and experience.
 - (f) A certificate from two persons each of whom is either a member of the Academic Council of this University or a graduate of LL. D. of this University to the effect that he/ she is by habits and character a fit and a proper person to be admitted to the degree.
- 3.2 The last date for submission of the application form shall be 31st July in an academic year.
- 3.3 The Controller of Examinations shall send the application of the candidate to the concerned Faculty/ Institute within a week after the last date of the submission of application.

4. RESEARCH COMMITTEE

4.1 Subject to the general superintendence of the Academic Council, a committee, namely, the Faculty Research Committee (FRC) shall deal with all matters connected with the LL. D. of the University in accordance with these Ordinances. However, the degree shall be formally approved only by a Research Degree Committee, whose constitution is similar to that of Research Degree Committee for the Ph. D. degree, except for some minor changes as mentioned hereunder.

4.2 The constitution of the Research Degree Committee shall be as follows:

- | | |
|--|----------|
| i) Vice-Chancellor | Chairman |
| ii) Rector | Member |
| iii) Director of the Institute (in the case where the faculty is associated with an institute) | Member |
| iv) Dean of the faculty | Member |
| v) The Heads of the Departments and the Coordinators of the Schools of the concerned faculty | Members |
| vi) Two expert members of the FRC out of which one is the Advisor of the | |

- | | |
|----------------------------|------------------|
| concerned candidate | Members |
| vii) Registrar | Secretary |
- 4.3 The constitution of the FRC shall be as follows:**
- i) **Director of the Institute (in the case where the faculty is associated with an institute)** **Chairman**
 - ii) **Dean of the faculty** **Member***
 - iii) **Two experts from the concerned faculty, nominated by the concerned Head of the Department/ Coordinator of the School with the approval of the Director/ Dean, out of which one will act as the Advisor of the concerned candidate** **Members**
 - iv) **Concerned Head of the Department/ Coordinator of the School** **Secretary**
- * **Note: In case where the faculty is not associated with an Institute, the Dean shall be the Chairman of the FRC.**

5 . ADMISSION

- 5.1 **The FRC shall scrutinize the applications of the candidates and shall recommend the eligible candidates for admission, to the Academic section of the University. The FRC shall also send the list of the names of the Advisors of the candidates to the Academic section for communicating to the concerned candidates.**
- 5.2 **The Registrar shall issue the letter of admission to each candidate recommended by the FRC.**
- 5.3 **Within one month after the receipt of the letter of admission, the candidate shall pay the prescribed fee as per Annexure – A, and shall get registered in the concerned Department by filling a registration form.**
- 5.4 **If the candidate is not an alumnus of this University, he/ she shall get enrolled before the submission of the thesis.**

6. SUBMISSION OF THE THESIS

- 6.1** A candidate, admitted to LL. D. Programme in accordance with Clause V of these Ordinances, shall deliver a pre-submission seminar in the Department before the submission of the thesis, which shall be arranged by the Advisor of the candidate to apprise the teachers and other research workers of the Department/School of his/ her work.
- 6.2** The candidate, within one year from the date of his/ her admission, shall submit the thesis to the Registrar approved by the concerned FRC, and duly forwarded by its Chairman.
- 6.3** The candidate shall submit the thesis as per the following guidelines:
- (a)** Five copies of the thesis in hardbound form as per the format given in *Annexure – B*.
 - (b)** The title page of the thesis shall contain a statement that the thesis has been submitted for the award of the concerned degree for which the candidate has been admitted.
 - (c)** A soft copy in CD of the Extended Abstract of the thesis mentioned in *Annexure – B*.
 - (d)** A declaration by the candidate that the thesis has not been submitted for any other degree or diploma, as per the format given in *Annexure – C*.
 - (e)** A certificate from the Advisor, Head of the Department/Coordinator of the School and the Chairman of the FRC that the thesis has been submitted for the award of the concerned degree of the University, as per the format given in *Annexure – D*.
 - (f)** The thesis shall be either in English or in Hindi except for the case where the subject of the thesis itself is a language. In such a case, the thesis may, at the option of the candidate, be in that specific language.
- 6.4** The work of the candidate shall comply with the following conditions to merit the award of the degree:

It must be a substantial work making a distinct addition to learning in the concerned subject of the discipline.

It must be original in the sense of opening up new fields of research, or of making a marked advancement on the results of previous

investigations, or of giving a new interpretation of the facts already known.

It must be a scholarly work of high quality.

It must be the work done during the last five years before the submission of the thesis.

It must be the work published in reputed journals in the form of research papers and/ or published in the form of books/ monographs, chapter contribution to books/ monographs, etc., out of which at least two must be authored solely by the candidate.

It must not be the work, which has been previously submitted for a degree or a diploma in this or in any other University.

7. EXAMINATION

7.2 Panel of Examiners:

While forwarding the thesis of the candidate to the Academic Section of the University, the FRC shall recommend a panel of examiners of four (two/three from India but outside Bhopal and one/two from abroad) experts in the concerned area of the work submitted.

7.3 Board of Examiners:

On receipt of the panel of the examiners, the Academic Section shall forward the same to the Controller of Examinations, who in turn shall submit it to the Vice-Chancellor for the appointment of the Board of Examiners from the panel. The Board of Examiners shall consist of two members, out of which one shall be from abroad.

VII.4 Evaluation of Theses:

(a) The controller of examinations shall get in touch with each examiner to secure acceptance of the examination. For this purpose, if e-mail address of the examiner is available, he/ she shall be contacted through e-mail and the soft copy of the Extended Abstract of the thesis may be sent to him/ her, to get his/ her consent at the earliest. If however, no information is received from an examiner within a reasonable time, his/ her appointment shall be cancelled and a new examiner shall be appointed from the existing panel of examiners in accordance with Clause VII.3.

(b) On receipt of the acceptance from an examiner, the Controller of Examinations shall forward the copy of

the thesis to him/ her, along with a copy of the regulations relating to the award of the LL. D. degree of this University and take necessary action to get the report of the examiner expeditiously.

- (c) The examiners shall be requested to submit their individual reports within two months of the receipt of the thesis.
- (d) In case, an examiner does not send his/her report within the above period, a reminder shall be sent to his/her. This shall be followed by a subsequent reminder after a fortnight.
- (e) In the event of the report not being received from the examiner within 12 weeks, his/her examinership shall be cancelled and a new examiner shall be appointed, from the existing panel of examiners, as per Clause VII.3.
- (f) The examiners shall examine the thesis specifically with a view to judge whether the work is in accordance with Clause VI.4.
- (g) The examiners shall give explicit reports with any one of the following recommendations
 - (i) the thesis be accepted for the award of LL. D. degree
 - (ii) the thesis be rejected
 - (iii) the thesis be submitted in a revised form after adding some more work to the already submitted work.
- (h) The examiner shall give specific and unambiguous reasons for his/ her recommendations. If the thesis is recommended for revision, the examiner may suggest points for improvement of the presented work.
 - (i) If the thesis is recommended for revision, the candidate shall be required to submit the revised thesis not earlier than six months and not later than two years, from the date of communication of the report to him/ her by the University. The candidate shall be required to remit only the Examination fee for submitting the revised thesis.
 - (j) If the thesis has been recommended for revision, a fresh appointment of examiners in accordance with Clause VII.3 shall be made from the existing panel of examiners. If the need be, a fresh panel of examiners may be recommended by the FRC. The other procedures as per the Clauses VII.4 (a) to (f) shall be followed for the evaluation of the thesis. However, the Controller of Examinations, along with the revised thesis, shall send the copy (copies) of the recommendation(s) of the examiner(s) who recommended the revision of the thesis.

- (k) The examiners who evaluate the revised thesis shall recommend only either the acceptance or the rejection of the thesis and shall not recommend any further revision of the thesis.

7.5 Award of the Degree

- (a) The reports of all the examiners shall be placed before the concerned FRC. If all the reports are unanimous, recommending the thesis to be accepted for the award of the degree, and if the FRC considers the case to be fit and proper, it shall recommend it to the Research Degree Committee for the award of the degree.
- (b) Even if one examiner recommends the rejection of the thesis, the thesis shall be rejected.
- (c) If the thesis is rejected, the candidate shall not be allowed to apply again for admission within a period of 4 (four) years.
- (d) After the Research Degree Committee approves the thesis for the award of the degree, the candidate concerned may be given the examiners' reports for which he/ she shall apply separately.
- (e) The year of award of the degree shall be the year of submission of the thesis provided the thesis is accepted without revision. In case of revision, the year of award of the degree shall be the year of submission of the revised thesis.
- (f) The degree certificate shall mention the title of the thesis and the name of the concerned Department/ School in which the candidate was admitted.
- (g) The Extended Abstract of the approved thesis for the award of the degree shall be published in the "Abstracts of Accepted Theses for the Doctor of Laws Degree" of the LNCT University.
- (h) The Academic Section shall send one copy of the thesis duly approved for the award of the degree, for preserving in the LNCT University library and the other in the departmental/ faculty library.

8 . CONCLUSION

- 8.1 Notwithstanding anything contained in these Ordinances, all matters related to the candidates shall be governed by the rules and procedures framed by the Academic Council that are in force at that point of time.
- 8.2 From the date when these Ordinances come into operation, all previous Ordinances on the subject shall cease to have effect.

Provided that this revocation shall not affect the previous Ordinances so revoked or anything done or suffered under any previous Ordinances so revoked or affect any right, privilege, obligation or liability acquired, arrived or incurred under any Ordinances so revoked.

- 8.3 Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be final.

The Vice-Chancellor may modify, amend and/ or delete any of the clauses given in these Ordinances or add any clause(s) to these Ordinances, to facilitate the pursuit of excellence in research, provided that any such modification, amendment, deletion, and addition shall be reported to the Academic Council at its next meeting for approval.

ANNEXURE – A

(see Clause V.3)

Fees Structure for D. Sc./ D. Litt./ LL. D./ Vachaspati Programme

S. No.	Particulars	Amount (Rs.)
1.	Enrolment Fee*	
2.	Admission Fee	
3.	Examination Fee	
	Total	

Note: Additional fees for foreign nationals and NRIs shall be US

....

* Only for Employees who are not the alumni of this University.

ANNEXURE – B

(see Clause VI.3 (a), (c))

FORMAT OF THE THESIS

The following format may be normally adopted for the D. Sc./ D. Litt./ LL. D./ Vachaspati thesis:

1. Cover page.
2. Inner cover page.
3. Declaration by the candidate as per the format given in *Annexure – C*, to the effect that the work has not been submitted for any other degree or diploma.
4. Certificate from the Advisor, Head of the Department/ Coordinator of the School and Chairman of the FRC as per the format given in *Annexure – D*.
5. Contents.
6. An Extended Abstract of about 2000 words, describing the research work carried out during the last 5 (five) years (before the date of submission), on the subject relevant to the discipline in which the candidate has applied for the degree, explaining how far the work is original, exemplary and is contributive to the advancement of knowledge. It shall also summarize the relevance of the publications to the specific subject of the thesis being submitted.
7. Reprints of the published work by the candidate, in the relevant subject, in the form of research papers, abstracts of books/ monographs, chapter contribution to books/ monographs/ citations of candidate's work by others.
8. List of publications.
9. A personal profile of the candidate with photograph, not exceeding one page.

ANNEXURE – C

(see Clause VI.3 (d))

CANDIDATE'S DECLARATION

I,, declare that this thesis, entitled
(Name of the Candidate)
".....", submitted for the award of the degree of
(Title of the thesis)
..... of this University, has not been submitted
(Name of the Degree)
earlier for the award of any degree or diploma of this or any other
University.

Date:

(Signature of the

candidate)

Place:

ANNEXURE – D
(see Clause VI.3 (e))

CERTIFICATE

This is to certify that this thesis entitled
(Title of the thesis)
“.....” has been submitted by
(Name of the Candidate)
..... for the award of the
(Name of the Degree)
degree of of Banaras Hindu University.

.....
.....
(Signature of the Advisor) (Signature of the Head of the Department/
Coordinator of the School)

.....
(Name & Designation)

.....
(Signature of the Chairman of the FRC)

भाग ४ (ग) – कुछ नहीं